

AGENDA
REGULAR MEETING OF COUNCIL
May 19, 2020
6:30 PM

1. ROLL CALL
2. READING OF MINUTES
3. REPORTS & COMMUNICATIONS FROM MAYOR & HEADS OF DEPARTMENTS AND INTERESTED PARTIES AND CITY CLERK'S NOTES
 - 3.A PROCLAMATION ISSUED BY MAYOR PAIGE G. COGNETTI DATED MAY 8, 2020 POSTPONING THE DATE OF THE CITY TREASURER'S SALE FOR THE COLLECTION OF DELINQUENT TAXES FROM JUNE 1, 2020 UNTIL SEPTEMBER 1, 2020.

[Proclamation issued by Mayor Cognetti dated 5-8-2020 Postponing City Treasurer's Sale.pdf](#)
 - 3.B CORRESPONDENCE SENT FROM SCRANTON CITY COUNCIL DATED MAY 12, 2020 TO THE PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION REGARDING KEYSTONE SANITARY LANDFILL PHASE III SITE DEVELOPMENT APPLICATION.

[Correspondence sent from City Council to PA DEP 5-12-2020 Keystone Landfill Expansion.pdf](#)
 - 3.C PROCLAMATION ISSUED BY MAYOR PAIGE G. COGNETTI DATED MAY 11, 2020 EXTENDING THE STATE OF EMERGENCY IN THE CITY OF SCRANTON.

[Proclamation issued by Mayor Cognetti 5-11-2020 Extending State of Emergency.pdf](#)
 - 3.D EMERGENCY DECLARATION ISSUED BY MAYOR PAIGE G. COGNETTI DATED MAY 12, 2020 EXTENDING THE STATE OF EMERGENCY TO JUNE 8, 2020.

[Emergency Declaration by Mayor Cognetti 5-12-2020 State of Emergency to June 8, 2020.pdf](#)

- 3.E CHECK RECEIVED FROM COMCAST IN THE AMOUNT OF \$260,513.97 FOR QUARTERLY FRANCHISE FEE.

[Check received from Comcast for 1st Qtr 2020 Franchise Fee 05-13-2020.pdf](#)

- 3.F MINUTES OF THE HISTORICAL ARCHITECTURE REVIEW BOARD MEETING HELD APRIL 23, 2020.

[HARB Meeting Minutes 04-23-2020.pdf](#)

- 3.G CONTROLLER'S REPORT FOR MONTH ENDING APRIL 30, 2020.

[Controller's Report 04-30-2020.pdf](#)

4. CITIZENS PARTICIPATION

5. INTRODUCTION OF ORDINANCES, RESOLUTIONS, APPOINTMENT AND/OR RE-APPOINTMENTS TO BOARDS & COMMISSIONS MOTIONS & REPORTS OF COMMITTEES

- 5.A MOTIONS.

- 5.B FOR INTRODUCTION - A RESOLUTION - APPOINTMENT OF AMBER VIOLA, 1512 ROSS AVENUE, SCRANTON, PENNSYLVANIA, 18509 TO THE POSITION OF DIRECTOR OF HUMAN RESOURCES EFFECTIVE MAY 18, 2020.

[Resolution-2020 Appt. Amber Viola to Director of Human Resources.pdf](#)

- 5.C FOR INTRODUCTION - A RESOLUTION - APPOINTMENT OF THOMAS A. PREAMBO, 510 DEAN STREET, SCRANTON, PENNSYLVANIA, 18509 TO THE POSITION OF DIRECTOR OF THE DEPARTMENT OF PUBLIC WORKS EFFECTIVE MAY 25, 2020.

[Resolution-2020 Appt. Thomas Preambo to Director of DPW.pdf](#)

- 5.D FOR INTRODUCTION - A RESOLUTION - APPOINTMENT OF EILEEN CIPRIANI, 117 WASHINGTON AVENUE, WEST WYOMING, PENNSYLVANIA, 18644 TO THE POSITION OF EXECUTIVE DIRECTOR OF THE CITY OF SCRANTON'S OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT EFFECTIVE MAY 18, 2020. MS. CIPRIANI WILL BE REPLACING

MARY-PAT WARD WHO WAS SERVING AS EXECUTIVE DIRECTOR.
[Resolution-2020 Appt. Eileen Cipriani OECD Executive Director.pdf](#)

- 5.E FOR INTRODUCTION – A RESOLUTION – AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO WAIVE THE RESIDENCY REQUIREMENTS FOR EILEEN CIPRIANI IN HER CAPACITY AS EXECUTIVE DIRECTOR OF THE OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT FOR THE CITY OF SCRANTON.

[Resolution-2020 Waive Residency Requirements for Eileen Cipriani.pdf](#)

6. CONSIDERATION OF ORDINANCES - READING BY TITLE

- 6.A READING BY TITLE - FILE OF THE COUNCIL NO. 7, 2020 – AN ORDINANCE – AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO ACCEPT THE DEPARTMENT OF JUSTICE “BA FY20 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM” A GRANT IN THE AMOUNT OF \$64,162 AWARDED TO THE CITY OF SCRANTON POLICE DEPARTMENT TO BE USED FOR THE PURCHASE OF SUPPLIES AND EQUIPMENT TO RESPOND TO, PREVENT, AND PROTECT AGAINST THE SPREAD OF CORONAVIRUS.

[Ordinance-2020 Grant Scranton Police Department BA FY20 Coronavirus Funding.pdf](#)

7. FINAL READING OF RESOLUTIONS AND ORDINANCES

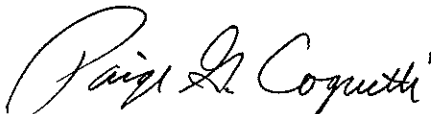
- 7.A FOR CONSIDERATION BY THE COMMITTEE ON PUBLIC SAFETY – FOR ADOPTION - RESOLUTION NO. 30, 2020 – AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO AN ADDENDUM TO THE COOPERATION AGREEMENT BY AND BETWEEN THE CITY OF SCRANTON (“CITY”) AND THE DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (“DMVA”) TO FURTHER AMEND THE COOPERATION AGREEMENT TO PERMIT THE SCRANTON POLICE DEPARTMENT’S FORCE ENTRY TACTICAL TEAM TO MOVE ALL EXPLOSIVE ENTRY TRAINING OPERATIONS AND ACTIVITIES TO THE NEW LOCATION DEPICTED IN EXHIBIT A-1 AND CEASE TO USE THE PREVIOUSLY APPROVED AREA OF THE LEACH RANGE PROPERTY LOCATED IN NEWTON TOWNSHIP AND SOUTH ABINGTON TOWNSHIP.

8. ADJOURNMENT

**A PROCLAMATION BY THE MAYOR
OF THE CITY OF SCRANTON, PENNSYLVANIA
DECLARING A STATE OF EMERGENCY IN THE CITY OF SCRANTON**

Pursuant to the City of Scranton Home Rule Charter and executive powers vested in the Mayor by and through the Pennsylvania as ratified by File of Council No. 5 of 2020, and in accordance with the State of Emergency issued March 15, 2020 and extended through May 15, 2020, in order to prescribe order in the City of Scranton, I, Paige G. Cagnetti, Mayor of the City of Scranton, do hereby **PROCLAIM AND DECLARE** that due to the public health emergency related to the potential spread of the Coronavirus [COVID-19] and the subsequent closures of City facilities, the date that the City Treasurer's Sale for the collection of delinquent taxes originally scheduled for June 1, 2020 shall be postponed for a period of ninety (90) days until September 1, 2020.

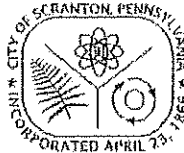
DONE UNDER MY HAND in the CITY OF SCRANTON, COMMONWEALTH OF PENNSYLVANIA, this 8th Day of May, 2020.


Paige G. Cagnetti
Mayor of the City of Scranton

RECEIVED
MAY 11 2020
OFFICE OF CITY
COUNCIL/CITY CLERK

Council of the City of Scranton

340 No. Washington Avenue • Scranton, Pennsylvania 18503 • Telephone 570-348-4113 • Fax 570-348-4207



May 12, 2020

Via First-Class & Electronic Mail to rbellas@pa.gov

Mr. Roger Bellas
Waste Management Program Manager
Pennsylvania Department of Environmental Protection
Northeast Regional Office
2 Public Square
Wilkes-Barre, PA 18701

**Re: Keystone Sanitary Landfill
Phase III Site Development Application (No. 10247-A1423)**

Dear Mr. Bellas:

We are the five (5) members of the Council of the City of Scranton ("City Council"). We write to you in our united and strong opposition to the Phase III Site Development Application ("Expansion Application") submitted by Keystone Sanitary Landfill ("KSL") and currently under review by the Pennsylvania Department of Environmental Protection ("DEP"). As you may know, City Council, along with the Mayor, serves as the governing body of the City of Scranton which is the largest municipality in Lackawanna County and Northeastern Pennsylvania.

We firmly believe that if DEP proceeds in a manner which is consistent with its purported mission of protecting Pennsylvania's air, land and water from pollution and providing for the health and safety of its citizens through a cleaner environment, then it will unquestionably deny KSL's Expansion Application. It should be clear to DEP that the proposed "mega dump", which allows for four (4) more decades of amassing out-of-state trash in our community, will permanently desecrate the region's natural landscape and significantly undermine efforts to improve our region's image.

The fact that DEP has allowed KSL's Expansion Application to proceed to the technical review phase is troubling and calls into question the validity of the application process. In addition to discarding the overwhelming opposition voiced by the residents of the host communities and the public officials elected to represent them (including their U.S. Senator, U.S. Representative and Pennsylvania State Senator), DEP has completely ignored the one community that is most significantly impacted by KSL's proposed expansion – namely, the City of Scranton ("City").

The City's borders are within two (2) miles of KSL. Moreover, all of the leachate generated by KSL is transported by way of a network of sewer lines that runs through our City to a wastewater treatment facility located in the South Side section of our City – over five (5) miles away from KSL. According to its Expansion Application, KSL estimates that an astounding 116,713 gallons per day and 3,501,390 gallons per month (the equivalent of the contents of over five (5) Olympic-size swimming pools) of leachate will flow through and be discharged in a facility in our City. (See Expansion Application at Form 25; Attachment 25-2).

Despite the fact that millions of gallons of this "toxic soup" will be infiltrating our City for decades, DEP never considered the environmental impact or financial impact that the Expansion Application will have on the City. In its report relating to the Environmental Assessment Process which was issued on July 8, 2019, DEP provided no analysis regarding the impact that KSL's proposed expansion will have on the City. Even in DEP's discussion of the additional leachate generated from the expanded-landfill, there is no mention of its impact on our City, our neighborhoods or our residents. While DEP held public input hearings in the Borough of Throop ("Throop") and the Borough of Dunmore ("Dunmore"), DEP did not host a hearing in the City to obtain an understanding of the Expansion Application's impact on our City's residents and businesses. To be certain, DEP has not considered the significant risk which our City will bear with having millions of gallons of toxic fluid from KSL running under our neighborhoods.

In support of its determination that the Expansion Application's "benefits outweigh the harms", DEP gave great weight to the fact that Throop and Dunmore receive financial benefits in the form of host fees of \$2.02 per ton and \$1.51 per ton, respectively. In addition, DEP felt it important to note that both Throop and Dunmore are not charged for waste generated in their respective municipalities which is disposed at KSL. However, DEP failed to acknowledge the fact that the City receives no host fee and pays a tipping fee for its residents' garbage that is disposed at KSL.

Mr. Roger Bellas
Page 3 of 4
May 12, 2020

Unfortunately, our City is no stranger to situations where private business enterprises were permitted to derive economic benefits at the expense of our City's landscape, public health and environment. One cannot travel far in our City without seeing the remnants of unfettered industrialization, including abandoned coal mining fields and rail yards. However, it is important to note that these hazards were created prior to the Commonwealth's recognition that regulatory oversight was needed to protect the environment and public health. It was in that spirit that your agency's predecessor, the Department of Environmental Resources, was created in 1970. Around that same time, the Commonwealth adopted a new Constitution which included the following provision:

The people have a right to clean air, pure water, and to the preservation of the natural, scenic, historic and esthetic values of the environment. Pennsylvania's public natural resources are the common property of all the people, including generations yet to come. As trustee of these resources, the Commonwealth shall conserve and maintain them for the benefit of all the people.

P.S.Const. Art. 1, § 27.

We would like to believe that you and the other regulators who are responsible for the review of the Expansion Application sought positions at the DEP because you had a genuine concern for protecting the environment and ensuring that the Commonwealth's residents are able to realize their Constitutional rights to clean air, pure water and the preservation of their state's natural environment. Unfortunately, to date, DEP's process for reviewing KSL's Expansion Application have not been reflective of a commitment to this Constitutional mandate.

We urge you to recommit yourself to your Constitutional duties set forth in Article 1, Section 27 and your agency's mission; in doing so, we are confident that you will come to the conclusion that the proposed 42-year expansion of KSL's facility will be devastating to our region and its residents, including generations yet to come.

We appreciate your consideration of City Council's position regarding this matter.

Sincerely,

/s/ **BILL GAUGHAN**
William Gaughan
Council President

/s/ **KYLE DONAHUE**
Kyle Donahue
Council Vice President

Mr. Roger Bellas
Page 4 of 4
May 12, 2020

/s/ MARK McANDREW
Mark McAndrew
Council Member

/s/ DR. JESSICA ROTHCHILD
Jessica Rothchild, PT, DPT
Council Member

/s/ TOM SCHUSTER
Thomas S. Schuster
Council Member

CC: The Honorable John Blake (*Via E-mail Only*)
The Honorable Kyle Mullins (*Via E-mail Only*)
The Honorable Marty Flynn (*Via E-mail Only*)

RECEIVED

MAY 13 2020

**A PROCLAMATION BY THE MAYOR
OF THE CITY OF SCRANTON, PENNSYLVANIA
EXTENDING THE STATE OF EMERGENCY IN THE CITY OF SCRANTON**

OFFICE OF CITY
COUNCIL/CITY CLERK

Pursuant to the City of Scranton Home Rule Charter and executive powers vested in the Mayor, in order to prescribe order in the City of Scranton, I, Paige G. Cagnetti, Mayor of the City of Scranton, do hereby **PROCLAIM AND DECLARE** the **STATE OF EMERGENCY** enacted on March 15, 2020 as a result of the public health emergency related to the potential spread of the Coronavirus [COVID-19], that exists in the United States of America and the Commonwealth of Pennsylvania, including the City of Scranton, as extended to May 15, 2020, shall be further extended to June 8, 2020, or until rescinded or extended.

AND FURTHERMORE, I do, for the period of this **STATE OF EMERGENCY**, hereby continue to restrict public access to the following city properties:

- City Hall, 340 North Washington Avenue, Scranton, Pennsylvania 18503,
- All City of Scranton Fire Stations throughout the City,
- Weston Field, 892 Providence Road, Scranton, Pennsylvania 18505, and
- Weston Park, 127 Spring Street, Scranton, Pennsylvania 18508.

AND FURTHERMORE, I hereby declare that the following city properties shall remain available for public access during the period of this **STATE OF EMERGENCY**:

- Scranton Police Department Headquarters, 100 South Washington Avenue,
Scranton, Pennsylvania 18509, and
- Department of Public Works, 101 West Poplar Street, Scranton, Pennsylvania 18509.

Provided that while the above facilities remain accessible for essential business, all members of the public are requested, and urged, to refrain from accessing them unless necessary.

AND FURTHERMORE, the following temporary modifications to the use of City facilities are made during the period of this extension of the **STATE OF EMERGENCY** to ensure continued service to the public:

- Scranton Police Department Headquarters shall serve as the temporary location for pick up and drop off of all Licensing, Inspections, and Permits business, and
- The Department of Public Works shall serve as the temporary location for all Department of Treasury business.

Remote accommodations will be developed and implemented for public use as they become available.

AND FURTHERMORE, City parks shall remain accessible to the public during the period of this **STATE OF EMERGENCY**; however, those who utilize the parks should, as a matter of public health and safety, refrain from use of playground equipment and continue to practice social distancing.

AND FURTHERMORE, all non-essential hearings and meetings, including for boards, commissions, and authorities, for purposes of official city business shall remain postponed during the period of this **STATE OF EMERGENCY**. For some meetings and hearings, arrangements for remote accommodations may be made, and made available to the attendees. This provision does not apply to City Council meetings, which shall be set solely by City Council.

AND FURTHERMORE, I urge all residents, businesses, organizations and visitors to abide during the period of this **STATE OF EMERGENCY** by recommendations made by the Center for Disease Control, as well as guidance issued by the Governor of the Commonwealth of Pennsylvania and the Pennsylvania Department of Health, and to continue to refrain from all

nonessential travel, gatherings, and business so as to mitigate the spread of the Coronavirus [COVID-19] and, in turn, this public health emergency.

AND FURTHERMORE, this extension of the State of Emergency shall remain in effect until June 8, 2020, or until rescinded or extended.

DONE UNDER MY HAND in the **CITY OF SCRANTON, COMMONWEALTH OF PENNSYLVANIA**, this 11th day of May, 2020.

A handwritten signature in black ink, reading "Paige G. Cognito". The signature is written in a cursive, flowing style.

Paige G. Cognito
Mayor of the City of Scranton

RECEIVED

MAY 13 2020

EMERGENCY DECLARATION
EXTENSION TO JUNE 8, 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

WHEREAS on Sunday, March 15, 2020 the City of Scranton issued an Emergency Declaration for a period of thirty (30) days, or until rescinded or extended, due to the coronavirus (COVID-19) pandemic affecting the health, welfare and safety of residents of the City of Scranton, on the basis that a public health emergency exists whereby the Mayor, and/or her designees, were authorized to take all appropriate action needed to alleviate the effects of the public health emergency, and to provide essential services deemed necessary to respond to this emergency requiring personnel, equipment, property, services, and supplies.

WHEREAS, on April 1, 2020, the Governor of the Commonwealth of Pennsylvania and the Secretary of Health issued an Order to Stay at Home for all counties in Pennsylvania, providing:

All individuals residing in the Commonwealth are ordered to stay at home except as needed to access, support, or provide life-sustaining business, emergency, or government services. For employees of life-sustaining businesses that remain open, the following child care services may remain open: group and family child care providers in a residence; child care facilities operating under a waiver granted by the Department of Human Services Office of Child Development and Early Learning; and, part-day school age programs operating under an exemption from the March 19, 2020, business closure Orders.

WHEREAS, this Order has been extended to remain in effect until June 4, 2020 as the coronavirus (COVID-19) continues to spread and the number of cases continues to increase throughout the Commonwealth of Pennsylvania and the City of Scranton.

WHEREAS, Lackawanna County has issued a State of Emergency presently set to expire on June 8, 2020.

WHEREAS, this threat of imminent disaster and emergency continues to have the potential to cause significant adverse impacts upon the population of the City of Scranton; and

WHEREAS, it remains critical to prepare for and respond to suspected or confirmed cases

of COVID-19 in the City of Scranton and to implement measures to mitigate its spread; and

WHEREAS, the City, during this emergency, continues to need to procure goods, property, and services to continue its operations and to respond rapidly to this health crisis; and

WHEREAS, Section 6-14(a) of the Administrative Code of the City of Scranton requires bidding for the purchase, leasing or renting of goods, properties, services or supplies, for all contracts in the amount of \$21,000.00 or in excess thereof; and

WHEREAS, upon application of Section 6-14(e)(1) of the Code, the aforesaid advertising and bidding requirements for the purchasing, leasing, maintenance, or renting of goods, properties, services, or supplies may be waived; and

NOW THEREFORE, I do hereby declare that on Tuesday, May 12, 2020, the Emergency Declaration shall be extended to expire on June 8, 2020 in conformity with Lackawanna County, or until rescinded or extended, due to the pandemic affecting the health, welfare and safety of residents of the City of Scranton, that a public health emergency exists and hereby authorize the Mayor, and/or her designees, to take all appropriate action needed to alleviate the effects of the public health emergency, and to provide essential services deemed necessary to respond to this emergency requiring personnel, equipment, property, services, and supplies. In accordance with the Administrative Code of the City of Scranton and this Emergency Declaration, the bidding requirements are hereby waived and thereby payment may be made for any other emergency services performed as is necessary.


Mayor Paige G. Cognetti

I hereby certify and concur in the above emergency.


John J. Murray, City Controller



DEPARTMENT OF BUSINESS ADMINISTRATION

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4118 • FAX: 570-348-4225

MEMORANDUM

RECEIVED
MAY 13 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

DATE: May 12, 2020
TO: Wayne Beck, City Treasurer
FROM: Nancy Krake, Staff Accountant
RE: Check for Deposit

Enclosed kindly find the following check received from Comcast, representing the CATV franchise fee due the City of Scranton for Invoice/Statement Jan-Mar, 2020. Invoice #669445.

Comcast	Ck. # 521033650	\$260,513.97
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This check is to be deposited into Account #01.380.38010 (CATV Revenue).

cc: John Murray, City Controller
Scranton City Council
Rebecca McMullen, Finance Manager
File



System Name: Comcast of
Colorado/Pennsylvania/West
Virginia, LLC

Email: Adrienne_Schaeffer@comcast.co
m

Phone: 610-665-2515

Vendor ID: 267205

Contract Name: Scranton PA

Statement Period: Jan - Mar, 2020

Payment Amount: \$260,513.97

Statement Number: 669445

CUID: PA0830

System ID: 8993-1100-4440, 01603-101,
01603-120

SCRANTON CITY OF PA
ATTN CITY CLERK
340 N WASHINGTON AVE
SCRANTON, PA, 18503

This statement represents your payment for the period
listed above.

Revenue Category	Amount
Expanded Basic Video Service	\$1,568,904.56
Limited Basic Video Service	\$1,199,743.26
Digital Video Service	\$1,051,059.91
Pay	\$383,101.16
PPV / VOD	\$118,679.54
Digital Video Equipment	\$327,904.31
Video Installation / Activation	\$29,672.44
Franchise Fees	\$272,749.73
PEG Fees	\$10,729.38
Other	\$40,334.72
Late Fees	\$69,705.94
Write-offs / Recoveries	(\$43,709.89)
Ad Sales	\$163,773.48
Home Shopping Commissions	\$17,629.77
Total	\$5,210,278.31
Franchise Fee %	5.00 %
Franchise Fee	\$260,513.97

To the best of my knowledge and belief, the above is a true and correct statement for the accounting of the gross revenues received by this corporation for the period.

Adrienne Schaeffer

Adrienne Schaeffer

Accountant

Nancy Krake

From: Adrienne_Schaeffer@comcast.com
Sent: Tuesday, May 12, 2020 1:36 PM
To: Nancy Krake
Subject: Your 03/31/2020 Franchise Fee Payment from Comcast
Attachments: Scranton PA-Franchise Fee-20200331-669445.pdf

Attached, please find your statement(s) supporting the latest Quarterly Franchise Fee payment(s)

If you have any questions, please e-mail Adrienne_Schaeffer@comcast.com.

Statement #	Contract Name	Period End Date	Total Payment	Check/Payment Number
669445	Scranton PA	3/31/2020	\$260,513.97	521033650

Thank you for choosing Comcast.



COMCAST FINANCIAL AGENCY CORPORATION
A Comcast Cable Communications Group Company
1701 JFK Boulevard
Philadelphia, PA 19103-2838

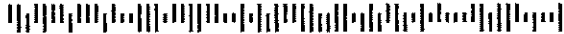
16772058

PAGE: 1 of 1

DATE: May 1, 2020

CHECK NUMBER: 521033650

AMOUNT PAID: \$260,513.97



01238 1325 CKS ZA 20122 - 0521033650 NNNNNNNNNNN 1225100004004 X193A1 C
SCRANTON CITY OF PA
ATTN CITY CLERK
340 N WASHINGTON AVE
SCRANTON PA 18503



VENDOR NUMBER: 267205

VENDOR: SCRANTON CITY OF PA

INVOICE NO.	INVOICE DATE	ACCOUNT NUMBER	DESCRIPTION	DISCOUNT AMOUNT	NET AMOUNT
669445	03/31/20		303121-Scranton PA	\$0.00	\$260,513.97
			TOTALS	\$0.00	\$260,513.97

PLEASE DETACH BEFORE DEPOSITING CHECK



COMCAST FINANCIAL AGENCY CORPORATION
A Comcast Cable Communications Group Company
1701 JFK Boulevard
Philadelphia, PA 19103-2838

CHECK
NUMBER 521033650

56-1544
441

May 1, 2020

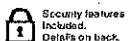
*** VOID AFTER 180 DAYS ***

PAY TO THE
ORDER OF: SCRANTON CITY OF PA
ATTN CITY CLERK
340 N WASHINGTON AVE
SCRANTON, PA 18503

CHECK AMOUNT

\$260,513.97

EXACTLY *****260,513 DOLLARS AND 97 CENTS



JPMorgan Chase Bank, N.A.
Columbus, OH

Authorized Signature

18

521033650



City of Scranton

Historic Architectural Review Board

340 N. Washington Avenue

Scranton, PA 18503

SOLICITOR: Timothy Corbett, Esquire

Chairman: Richard Leonori, AIA

RECEIVED
MAY 15 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

April 23, 2020 HARB Monthly Meeting via Zoom & ECTV

5:30 p.m.

Approved Minutes

I. Roll Call

Present: Chairman - Rich Leonori, Nell O'Boyle, Lee Borthwick, Mike Muller, Jennifer Davis, Katie Gilmartin, Bill Lesniak, Katherine Kearney

Solicitor: Tim Corbett

Coordinator: Denise Nytech

Absent:

Review of Minutes

Motion made by Mike Muller to approve the March 12, 2020 Monthly Meeting Minutes, Seconded by Nell O'Boyle. All in favor.

II. Review of Application(s) for Certificates of Appropriateness –

- A. Review of Certificate of Appropriateness for The Greater Chamber of Commerce building located 222 Mulberry Street. – Approved. The masonry (brick) on the exterior of the building will be repaired per the submitted plans. Also, a railing will be installed to secure trash cans, an aluminum flag pole will be added with LED lighting.

Motion was made by Mike Muller for approval of the plans.

Seconded by Jennifer Davis. Majority in favor. Abstained from vote: Jennifer Davis & Lee Borthwick.

III. Topics of Discussion

- A. Motion made by Jennifer Davis to pay Invoice for Scranton Times \$55.50 seconded by Nell O'Boyle. – All in favor.
- B. No need to do anything with letters from ACER & FCC regarding new cell tower for 1504 Lafayette Street.

IV. Miscellaneous

Nothing to report at this time.

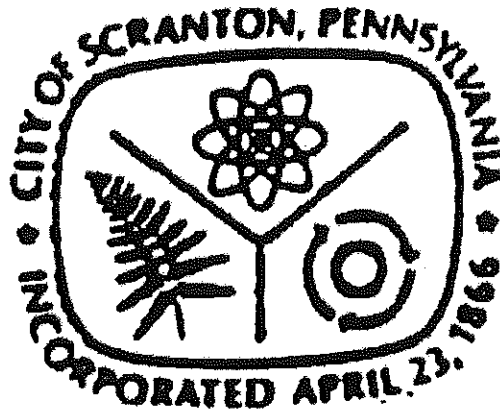
V. Date of Next Regularly Scheduled Meeting

Thursday, May 14, 2020 at 5:30pm

VI. Adjournment

Motion was made to adjourn by Nell O'Boyle and seconded by Jennifer Davis; all in favor.

CITY OF SCRANTON PENNSYLVANIA



OFFICE OF THE CITY CONTROLLER AND BUREAU OF INVESTIGATIONS

JOHN J. MURRAY
CITY CONTROLLER

RECEIVED

MAY 15 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

CONTROLLER'S REPORT
FOR THE MONTH ENDING
APRIL 30, 2020

City of Scranton

Pennsylvania

John J. Murray
City Controller
Municipal Building
Scranton, Pennsylvania 18503
(570) 348-4125



Office of the City Controller
and Bureau of Investigations

May 15, 2020

The Honorable Paige G. Cagnetti
And
The Honorable City Council
Municipal Building
Scranton, Pa 18503

Dear Honorable Mayor and Honorable Council:

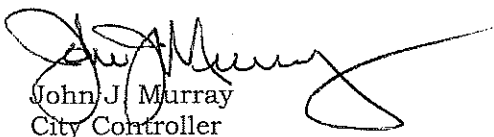
In Accordance with the Home Rule Charter of the City of Scranton, I am hereby submitting the report of the Office of the City Controller for the month of April, 2020.

The first section of this report includes a summary of the General Fund Activities for the month as well as a year to date revenue summary. The second section contains a detailed listing of the purchases in all departments for the period. Both sections are the end result of the review, authoritative approval, and audit procedures applicable to each section. This reflects the Controller's integral part of the internal control environment and the application of those independent audit techniques designed to provide improvement within the system and/or identify irregularities.

Rather than traditional audit reports which outline the results of an examination performed on a particular schedule within the calendar cycle, this department applies audit reviews on a daily, bi-weekly and monthly basis. Audit procedures were applied to the following financial applications which are an integral part of or have a direct impact on this report; all cash receipts flowing through the Treasurer's Office, all bank account reconciliations, Capital Budget reviews, Operating budget review/monthly reconciliation, payroll review and reconciliation, and voucher/requisition order review/authorization. Any item considered reportable would have been detailed later in this report (page 2).

This report is presented for your review. All figures are accurate as of this date but are subject to change due to subsequent postings by the Business Administration Department. Any such posting will be accounted for within the next monthly report from this department.

Sincerely,


John J. Murray
City Controller

**CITY OF SCRANTON
GENERAL FUND EXPENDITURES
MONTH OF APRIL 2020**

CODE #	DEPARTMENT	EXPENDITURES
10	Mayor's Office	\$ 11,236.92
11	Public Safety	-
20	City Council	19,947.77
30	Controller	17,884.33
40	Business Administration	254,555.04
41	Bureau of Human Resources	18,981.17
42	Bureau of Information Technology	458,425.15
43	Treasurer	6,648.77
51	Inspections and Licenses	22,007.19
60	Law	19,436.32
71	Police	1,569,469.47
75	Traffic Maintenance	-
78	Fire	1,242,976.40
80	Public Works	245,242.95
81	Engineering	15,442.30
82	Buildings	98,484.60
83	Highways	314,796.70
84	Refuse	349,395.55
85	Garages	83,106.50
90	Single Tax Office	233,182.46
100	Parks and Recreations	161,069.21
TOTAL DEPARTMENTAL:		\$ 5,142,288.80
NON DEPARTMENTAL		
0140	Scranton Plan	\$ -
1000	Boards and Commissions	125,191.25
1100	Utilities	-
1300	Contingency	4,198.91
1500	Special Items	(211,619.04)
1600	Unpaid Bills	1,557.78
1700	Grants and Contributions	260,522.00
1900	Special Items (Non Add)	-
TOTAL NON DEPARTMENTAL:		\$ 179,850.90
GRAND TOTAL:		\$ 5,322,139.70

**CITY OF SCRANTON
GENERAL FUND REVENUE REPORT
FOR THE MONTH OF APRIL 2020**

CODE #	FUND SOURCE	REVENUES
300	Previous Year Balance	\$ -
301	Real Property Taxes	5,346,211.38
302	Landfill and Refuse Fees	156,351.71
304	Utility Tax	-
305	Non-Resident Tax	-
310	Local Taxes (Act 511)	1,032,597.11
319	Penalties and Interest (Delinquent Taxes)	12,176.30
320	Licenses and Permits	147,597.08
330	Fines and Forfeitures	-
331	Police Fines and Violations	21,243.25
341	Interest Earnings	3,679.96
342	Rents and Concessions	-
350	Inter-Government-Revenue Reimbursements	432,367.30
359	Local Governments (Payments in Lieu)	-
360	Departmental Earnings	11,796.00
367	Recreational Departments	-
380	Cable TV and Miscellaneous Revenue	12,856.80
392	Interfund Transfers	-
392*	Interfund Transfers (Non Add)	-
394	Tax Anticipation Loan/Note	-
TOTAL		\$ 7,176,876.89
MONTH TO DATE:		
	Revenues To April 2020	\$48,363,390.14
	Expenditures To April 2020	21,320,641.85
	NET:	\$27,042,748.29

*Non Add

CITY OF SCRANTON
APRIL 30, 2020
GENERAL FUND REVENUE REPORT
YEAR TO DATE

CODE #	FUND SOURCE	ESTIMATED	REALIZED	UN-REALIZED
300	Previous Year Balance	\$ -	\$ -	\$ -
301	Real Property Taxes	35,832,840.33	23,015,786.26	12,817,054.07
302	Landfill and Refuse Fees	6,796,250.00	587,934.33	6,208,315.67
304	Utility Tax	75,000.00	-	75,000.00
305	Non-Resident Tax	100,000.00	-	100,000.00
310	Local Taxes (Act 511)	39,979,205.51	9,067,542.77	30,911,662.74
319	Penalties and Interest (Delinquent Taxes)	245,600.00	53,213.22	192,386.78
320	Licenses and Permits	2,038,164.00	1,059,704.81	978,459.19
330	Fines and Forfeitures	345,100.00	-	345,100.00
331	Police Fines and Violations	206,000.00	537,165.15	(331,165.15)
341	Interest Earnings	275,000.00	21,180.70	253,819.30
342	Rents and Concessions	5,000.00	-	5,000.00
350	Inter-Government-Revenue Reimbursements	4,251,066.00	432,367.30	3,818,698.70
359	Local Government (Payments in Lieu)	250,000.00	200,000.00	50,000.00
360	Departmental Earnings	447,000.00	153,599.00	293,401.00
367	Recreational Departments	40,000.00	8,124.50	31,875.50
380	Cable TV and Miscellaneous Revenues	2,765,623.89	47,005.10	2,718,618.79
392	Interfund Transfers	9,398,901.00	429,767.00	8,969,134.00
392*	Interfund Transfers SSA/SPA	-	-	-
394	Tax Anticipation Loan/Note	12,750,000.00	12,750,000.00	-
395	Unfunded Pension	-	-	-
396	Capital Budget Reimbursements	-	-	-
TOTALS		\$ 115,800,750.73	\$ 48,363,390.14	\$ 67,437,360.59

PURCHASE ORDER REPORT

MONTH ENDING APRIL 30, 2020

ACCOUNT BALANCES AS OF APRIL 30, 2020				
DEPARTMENT / ACCOUNT	2020 BUDGET	BEGINNING BAL	APRIL, 2020 ACTIVITY	ENDING BAL.
OFFICE OF THE MAYOR				
0101000000 4270 DUES & SUBSCRIPTIONS	24,348.48	24,348.48		24,348.48
0101000000 4290 STATIONERY / OFFICE SUPPLIES	100.00	100.00		100.00
0101000000 4420 TRAVEL & LODGING	2,500.00	2,500.00		2,500.00
DEPARTMENT OF PUBLIC SAFETY POLICE BUREAU:				
0101100071 4201 PROFESSIONAL SERVICES FASTENAL COMPANY GOLDEN ENGINEERING INC.	45,000.00	32,395.00	3,198.40 2,778.95	26,417.65
0101100071 4210 SERVICES & MAINTENANCE FEE CINTAS FAS LOCKBOX 636525 HORSE POWER HARLEY DAVIDSON UNITED PUBLIC SAFETY	77,500.00	37,980.18	1,724.94 9,840.00 6,816.00	19,599.24
0101100071 4270 DUES & SUBSCRIPTIONS FBINAA, INC. IACP MEMBERSHIP	3,150.00	1,725.00	125.00 1,225.00	375.00
0101100071 4280 MISCELLANEOUS SERVICES - NON CLASSIFIED	1,750.00	1,730.00		1,730.00
0101100071 4290 STATIONERY / OFFICE SUPPLIES DASH MEDICAL GLOVES, INC. STAR UNIFORMS	2,750.00	2,750.00	215.70 204.00	2,330.30
0101100071 4380 GUNS / AMMUNITION EAGLE POINT GUN	43,500.00	43,500.00	29,928.00	13,572.00
0101100071 4390 MATERIALS / SUPPLIES (MISC) ENCUMBERED: CURRENT PERIOD PNC BANK(MARCH) WITMER ASSOCIATES, INC.	21,000.00	14,870.02	3,377.10 2,016.43 1,810.00	7,666.49
0101100071 4420 TRAVEL & LODGING	4,250.00	2,702.49		2,702.49
0101100071 4470 TRAINING & CERTIFICATION PNC BANK(MARCH)	50,000.00	41,783.00	4,781.48	37,001.52

DEPARTMENT / ACCOUNT	2020 BUDGET	BEGINNING BAL	APRIL, 2020 ACTIVITY	ENDING BAL.
0101100071 4550 CAPITAL EXPENDITURES	435,000.00	121,296.62		
ENCUMBERED: PREVIOUS PERIOD			(74,503.35)	
GEISSELE AUTOMATICS INC			63,750.00	
MAGPUL INDUSTRIES INC			10,753.35	
ROADSAFE TRAFFIC SYSTEMS INC.			16,350.00	104,946.62
0101100071 4570 MAINTENANCE COMMUNICATION EQUIPMENT	7,250.00	7,250.00		7,250.00
0101100071 6003 SPCA - ANIMAL CONTROL	69,370.00	5,371.76		5,371.76
FIRE BUREAU:				
0101100078 4201 PROFESSIONAL SERVICES	32,500.00	27,990.24	150.00	
JALVO INC.			200.00	
BRIAN MURRAY			368.60	27,271.64
MID-ATLANTIC FIRE AND AIR				
0101100078 4210 SERVICE & MAINTENANCE FEE	12,250.00	12,228.00		12,228.00
0101100078 4270 DUES & SUBSCRIPTIONS	1,000.00	1,000.00		1,000.00
0101100078 4320 BUILDING REPAIR - SUPPLY MAINTENANCE	12,750.00	11,240.46		
DEPIETRO'S PHARACY			665.00	
ALLEN LUCAS			110.39	
MID-ATLANTIC FIRE AND AIR			198.00	
WITMER ASSOCIATES, INC.			3,399.00	6,868.07
0101100078 4350 MATERIALS / SUPPLIES (MISC)	7,250.00	4,234.38		
FASTENAL COMPANY			52.65	
ROBERT GAVERN			132.67	
GLECO PAINTS INC			66.57	
GLEN SUMMIT SPRINGS WATER			52.95	
GRAINGER			275.00	
ALLEN LUCAS			36.38	3,618.16
0101100078 4420 TRAVEL & LODGING	2,500.00	2,048.12	90.54	1,957.58
ROBERT GAVERN				
0101100078 4430 AIR PACK / REHAB SUPPLIES	5,000.00	5,000.00	942.75	4,057.25
MID ATLANTIC FIRE AND AIR				

DEPARTMENT / ACCOUNT	2020 BUDGET	APRIL, 2020	
		BEGINNING BAL	ENDING BAL
0101100078 4470 TRAINING & CERTIFICATION COMMONWEALTH HEALTH JOHN R DAVIS III RAYMOND DOMINQUEZ MARK GRANAHAN STEPHEN SUNDAY STEPHEN SUNDAY WINGATE BY WYNDHAM	95,000.00	92,045.71	30.00 1,318.30 475.00 475.00 475.00 2,025.00 <u>87,247.41</u>
0101100078 4550 CAPITAL EXPENDITURES	395,000.00	395,000.00	<u>395,000.00</u>
0101100078 4570 MAINTENANCE COMMUNICATION EQUIPMENT	5,250.00	5,250.00	<u>5,250.00</u>
0101100078 4575 MAINTENANCE-EQUIPMENT	1,000.00	1,000.00	<u>1,000.00</u>
0101100078 4580 GENERAL EQUIPMENT ALLIED 100 LLC AIR CLEANING SYS, INC. DASH MEDICAL GLOVES, INC. ALLEN LUCAS REEVE'S RENT-A-JOHN, INC. SCRANTON GRINDER & HARDWARE S.T.A.R.T. RESCUE TRAINING, INC.	62,500.00	60,954.27	318.00 1,278.35 59.90 1,007.20 189.50 103.87 450.73 <u>57,536.72</u>
OFFICE OF THE CITY CLERK / CITY COUNCIL			
0102000000 4201 PROFESSIONAL SERVICES EDM AMERICAS INC. MCCOOL, MARIA	52,500.00	46,908.29	1,258.55 711.00 <u>44,938.74</u>
0102000000 4210 SERVICES & MAINTENANCE FEE	15,000.00	4,416.00	<u>4,416.00</u>
0102000000 4230 PRINTING & BINDING LACKAWANNA PRINTING CO.	5,750.00	5,210.00	206.00 <u>5,004.00</u>
0102000000 4250 ADVERTISING SCRANTON TIMES	27,500.00	24,045.75	2,607.05 <u>21,438.70</u>
0102000000 4290 STATIONERY / OFFICE SUPPLIES GLEN SUMMIT SPRINGS WATER KDI	500.00	461.55	16.50 370.00 <u>75.05</u>
CITY CONTROLLER			
0103000000 4201 PROFESSIONAL SERVICES	35,000.00	30,370.03	<u>30,370.03</u>

DEPARTMENT / ACCOUNT	2020 BUDGET	APRIL, 2020	
		BEGINNING BAL	ENDING BAL.
0103000000 4230 PRINTING AND BINDING	200.00	200.00	200.00
0103000000 4240 POSTAGE & FREIGHT	125.00	125.00	125.00
0103000000 4270 DUES & SUBSCRIPTIONS LACKAWANNA PRINTING CO. SCRANTON TIMES	500.00	500.00	216.60
0103000000 4290 STATIONERY / OFFICE SUPPLIES GLEN SUMMIT SPRINGS WATER	1,000.00	586.90	554.55
0103000000 4420 TRAVEL AND LODGING	750.00	750.00	750.00
BUSINESS ADMINISTRATION DEPARTMENT			
0104000000 4201 PROFESSIONAL SERVICES BEYER-BARBER COMPANY JOYCE HATALA ASSOCIATES GREGORY J. MENIO, MD PC HERBERT ROWLAND TURNKEY TAXES JUSTIN WECKEL	225,000.00	121,521.87	97,778.08
0104000000 4210 SERVICES & MAINTENANCE FEE	1,250.00	1,250.00	1,250.00
0104000000 4230 PRINTING & BINDING	500.00	500.00	500.00
0104000000 4240 POSTAGE & FREIGHT POSTAGE REFILL(MARCH)	37,500.00	31,515.65	28,515.65
0104000000 4250 ADVERTISING	22,500.00	21,689.20	21,689.20
0104000000 4270 DUES & SUBSCRIPTIONS	1,100.00	1,025.00	1,025.00
0104000000 4290 STATIONERY / OFFICE SUPPLIES	12,750.00	10,839.44	10,839.44
0104000000 4390 MATERIALS / SUPPLIES (MISC)	600.00	532.35	532.35
0104000000 4420 TRAVEL & LODGING	2,500.00	2,500.00	2,500.00

DEPARTMENT / ACCOUNT	2020 BUDGET	APRIL, 2020	
		BEGINNING BAL	ENDING BAL
0104000040 4470 TRAINING & CERTIFICATION	1,500.00	1,500.00	1,500.00
0104000040 4480 SELF INSURANCE	95,000.00	95,000.00	95,000.00
0104000040 6009 OPERATING TRANSFERS - WORKERS' COMP CITY OF SCRANTON	3,109,811.00	3,109,811.00	2,109,811.00
0104000040 6024 BANK FEES AND CHARGES MARCH MERCHANT FEES	10,000.00	8,773.92	8,051.56
HUMAN RESOURCES:			
0104000041 4201 PROFESSIONAL SERVICES CONCORDE, INC. MILLENNIUM ADMINISTRATORS P & A GROUP ADMIN SERVICE WE PAY PAYROLL PROCESSING	130,000.00	102,660.66	92,239.75
0104000041 4290 STATIONARY / OFFICE SUPPLIES GLEN SUMMIT SPRINGS WATER	750.00	750.00	743.65
0104000041 4390 MATERIALS / SUPPLIES (MISC) GLEN SUMMIT SPRINGS WATER	500.00	466.50	449.75
0104000041 4420 TRAVEL & LODGING	1,250.00	1,250.00	1,250.00
0104000041 4470 TRAINING & CERTIFICATION	2,500.00	2,500.00	2,500.00
0104000041 4630 LIABILITY / CASUALTY INSURANCE GALLAGHER BASSET SERVICES INC. KNOWLES ASSOCIATES L.L.C.(MARCH)	1,175,000.00	1,126,325.19	300,964.19
0104000041 6006 PERSONNEL COST ADJUSTMENT ABM PARKING SERVICES	4,750.00	4,750.00	3,199.16

DEPARTMENT / ACCOUNT		2020 BUDGET	BEGINNING BAL	APRIL, 2020 ACTIVITY	ENDING BAL
INFORMATION TECHNOLOGY:					
0104000042 4201	PROFESSIONAL SERVICES	145,000.00	89,595.76		
	CSI			2,880.00	
	DE LAGE LANDEN FINANCIAL			159.16	
	HILLMAN SECURITY & FIRE			2,656.90	
	JALVO, INC.			3,592.50	
	JOHNSON CONTROLS			2,865.20	
	SUPERION LLC			10,327.74	
	URBAN ELECTRICAL CONTRACTORS, INC.			21,202.16	45,912.10
0104000042 4210	SERVICES & MAINTENANCE FEE	95,000.00	95,000.00		
	CDW GOVERNMENT, INC.			50,500.00	
	DATA443 RISK MITIGATION INC			3,000.00	
	TOPP BUSINESS SOLUTIONS			598.00	40,902.00
0104000042 4270	DUES AND SUBSCRIPTIONS	500.00	500.00		500.00
0104000042 4290	STATIONARY / OFFICE SUPPLIES	1,000.00	935.00	38.30	896.70
	GLEN SUMMIT SPRINGS WATER				
0104000042 4390	MATERIALS / SUPPLIES (MISC)	95,000.00	94,461.13		
	CDW GOVERNMENT, INC.			31,362.50	
	COOPER ELECTRIC			326.53	
	SWIETNICKI, FRANK			209.87	
	TOPP BUSINESS SOLUTIONS			2,649.60	59,912.63
0104000042 4420	TRAVEL AND LODGING	1,000.00	1,000.00		1,000.00
0104000042 4440	TELEPHONE	245,000.00	211,650.87		
	A T & T MOBILITY			29,768.78	
	COMCAST			7,239.70	
	FRONTIER COMMUNICATIONS			14,832.21	
	SOLID ROCK IT SOLUTIONS			6,147.50	
	VERIZON			339.00	153,323.68
0104000042 4470	TRAINING & CERTIFICATION	32,500.00	32,500.00		32,500.00
0104000042 4550	CAPITAL EXPENDITURES	590,000.00	576,000.00		
	ENCUMBERED: PREVIOUS PERIOD			(14,000.00)	
	AXON ENTERPRISE, INC.			51,828.50	
	CDW GOVERNMENT, INC.			203,765.00	334,406.50

DEPARTMENT / ACCOUNT	2020 BUDGET	APRIL, 2020	
		BEGINNING BAL	ENDING BAL.
0104000042 4560 EQUIPMENT MAINTENANCE / LEASES	92,500.00	92,500.00	92,500.00
TREASURY:			
0104000043 4201 PROFESSIONAL SERVICES	2,500.00	2,500.00	2,500.00
0104000043 4390 MATERIALS / SUPPLIES (MISC)	12,500.00	10,000.03	10,000.03
0104000043 6000 TAX & MISCELLANEOUS REFUNDS	2,500.00	2,500.00	2,500.00
0104000043 6001 TAX COLLECTION COMMITTEE EXPENSE	500.00	500.00	500.00
BUREAU OF LICENSES, INSPECTIONS & PERMITS			
LICENSE, INSPECTIONS & PERMITS:			
0105100051 4201 PROFESSIONAL SERVICES	50,000.00	50,000.00	50,000.00
0105100051 4290 STATIONERY / OFFICE SUPPLIES	500.00	500.00	500.00
0105100051 4390 MATERIALS / SUPPLIES (MISC)	500.00	431.20	431.20
0105100051 4420 TRAVEL AND LODGING	1,000.00	1,000.00	1,000.00
0105100051 4470 TRAINING & CERTIFICATION	1,000.00	1,000.00	1,000.00
0105100051 4550 CAPITAL EXPENDITURES	12,750.00	12,750.00	12,750.00
0105100051 4570 MAINTENANCE COMMUNICATION EQUIPMENT	250.00	250.00	250.00
0105100051 4590 BUILDING DEMOLITION	145,000.00	145,000.00	145,000.00
BUREAU OF BUILDINGS:			
0105100082 4201 PROFESSIONAL SERVICES	2,500.00	2,500.00	2,500.00
DAVID F. GARVEY, P.E.		1,300.00	1,200.00

DEPARTMENT / ACCOUNT	2020 BUDGET	APRIL, 2020	
		BEGINNING BAL	ENDING BAL.
0105100082 4320 BUILDING REPAIR - SUPPLY MAINTENANCE	137,500.00	118,640.96	
AMERICAN JANITOR		3,730.41	
CINTAS CORPORATION		197.06	
COOPER ELECTRIC		198.53	
EASTERN PENN SUPPLY CO.		44.42	
R E MICHEL COMPANY LLC		488.91	
THE VERDIN COMPANY		735.00	
VECTOR SECURITY		204.12	
			113,042.51
0105100082 4447 UGI - GAS	125,000.00	98,570.54	
DIRECT ENERGY BUSINESS		13,275.57	
			85,294.97
0105100082 4448 PAWC - WATER	435,000.00	396,844.86	
PENNSYLVANIA AMERICAN WATER CO.		47,831.28	
UGI NORTH		9,151.37	
			339,862.21
0105100082 4450 ELECTRICAL	150,000.00	131,954.45	
PPL ELECTRIC UTILITIES		15,230.79	
			116,723.66
0105100082 4455 BUILDING SUPPLIES	750.00	750.00	
PNC BANK		72.10	
			677.90
LAW DEPARTMENT:			
0106000000 4201 PROFESSIONAL SERVICES	225,000.00	208,414.11	
			208,414.11
0106000000 4210 SERVICES AND MAINTENANCE FEE	2,000.00	2,000.00	
			2,000.00
0106000000 4270 DUES & SUBSCRIPTIONS	3,000.00	2,519.00	
			2,519.00
0106000000 4290 STATIONERY / OFFICE SUPPLIES	500.00	500.00	
			500.00
0106000000 4390 MATERIALS / SUPPLIES (MISC)	500.00	211.00	
			211.00
0106000000 4420 TRAVEL & LODGING	2,500.00	2,500.00	
			2,500.00
0106000000 4470 TRAINING & CERTIFICATION	2,000.00	2,000.00	
			2,000.00

DEPARTMENT / ACCOUNT		2020 BUDGET	BEGINNING BAL	APRIL, 2020 ACTIVITY	ENDING BAL.
DEPARTMENT OF PUBLIC WORKS					
ADMINISTRATION BUREAU:					
0108000080 4201	PROFESSIONAL SERVICES AMERICAN JANITOR & PAPER SUPP. CHRISTOPHER JENKINS	2,500.00	2,500.00	880.05 1,094.99	524.96
0108000080 4210	SERVICES & MAINTENANCE FEE AMERICAN JANITOR & PAPER SUPP. PA ONE CALL SYSTEM, INC.	1,500.00	1,419.66	1,169.64 67.98	182.04
0108000080 4420	TRAVEL AND LODGING	500.00	500.00		500.00
0108000080 4550	CAPITAL EXPENDITURES AMERICAN JANITOR & PAPER SUPP. DEPIETRO'S PHARMACY JAMES A DOHERTY NOTE FRAGRANCES	10,000.00	10,000.00	479.22 170.00 1,677.50 699.00	6,974.28
0108000080 4570	MAINTENANCE COMMUNICATION EQUIPMENT INDUSTRIAL ELECTRONICS, INC.	20,000.00	16,760.00	1,620.00	15,140.00
0108000080 4576	MAINTENANCE SUPER FUND SIGHT	10,000.00	10,000.00		10,000.00
0108000080 6007	FLOOD PROTECTION SYSTEM MAINTENANCE F & S SUPPLY COMPANY, INC. NORTH END ELECTRIC S & S TOOLS & SUPPLIES	250,000.00	247,814.23	2,063.13 10,303.20 29.95	235,417.95
ENGINEERING BUREAU:					
0108000081 4201	PROFESSIONAL SERVICES LABELLA ASSOCIATES	75,000.00	62,400.00	6,300.00	56,100.00
0108000081 4210	SERVICES & MAINTENANCE FEE	500.00	500.00		500.00
0108000081 4290	STATIONERY / OFFICE SUPPLIES	100.00	100.00		100.00
0108000081 4390	MATERIALS / SUPPLIES (MISC)	250.00	182.02		182.02
0108000081 4470	TRAINING & CERTIFICATION	500.00	445.00		445.00

DEPARTMENT / ACCOUNT	2020 BUDGET	APRIL, 2020	
		BEGINNING BAL	ENDING BAL
HIGHWAYS BUREAU:			
0108000083 4260 RENTAL VEHICLES & EQUIPMENT	100,000.00	100,000.00	100,000.00
0108000083 4340 CONSTRUCTION - PAVING MATERIAL HEL-WAY LLC	150,000.00	136,399.49	5,133.36 131,266.13
0108000083 4350 PAINT / SIGN MATERIAL ENCUMBERED: PREVIOUS PERIOD ENCUMBERED: CURRENT PERIOD BRADCO SUPPLY CO FASTENAL COMPANY LEE ELECTRIC SUPPLY CO., INC. SHERWIN WILLIAMS	20,000.00	12,278.06	(6,759.44) 22.00 6,759.44 418.50 660.00 106.52 11,071.04
0108000083 4357 PARKS AND RECREATION SUPPLIES	25,000.00	25,000.00	25,000.00
0108000083 4390 MATERIALS / SUPPLIES (MISC) ENCUMBERED: CURRENT PERIOD JUDGE LUMBER COMPANY PA NORTHEAST REGIONAL RAILROAD AUTHORITY	40,000.00	33,484.65	7,695.00 66.45 24.00 25,699.20
0108000083 4410 SALT ENCUMBERED: CURRENT PERIOD AMERICAN ROCK SALT CO. LLC	475,000.00	230,926.11	(44,248.21) 31,264.42 303,909.90
0108000083 4460 STREET LIGHTING PPL ELECTRIC UTILITIES	230,000.00	189,907.52	19,793.39 170,114.13
0108000083 4466 STREET LIGHTING SERVICE / MAINTENANCE A & M ELECTRICAL CONSTRUCTION, INC. URBAN ELECTRICAL CONTRACTORS, INC.	150,000.00	141,156.86	17,484.17 16,573.00 107,089.69
0108000083 4467 TRAFFIC SIGNAL ELECTRICITY PPL ELECTRIC UTILITIES	90,000.00	80,116.94	7,509.70 72,607.24
0108000083 4550 CAPITAL EXPENDITURES ALTEC INDUSTRIES, INC.	210,000.00	210,000.00	103,649.00 106,351.00
0108000083 4551 ROADWAY RESURFACING PROGRAM	850,000.00	850,000.00	850,000.00

DEPARTMENT / ACCOUNT	2020 BUDGET	APRIL, 2020		
		BEGINNING BAL	ACTIVITY	ENDING BAL.
REFUSE BUREAU:				
0108000084 4390 MATERIALS / SUPPLIES (MISC)	1,000.00	480.00	(153.44)	
BUDGET TRANSFER FROM:010080000084 4420			500.00	
G&S CARWASH INC			133.44	
S & S TOOLS & SUPPLIES				0.00
0108000084 4420 TRAVEL AND LODGING	1,000.00	959.17	153.44	
BUDGET TRANSFER TO:010080000084 4390				805.73
0108000084 4490 LANDFILL	1,410,000.00	1,151,140.87	500.00	
G&S CARWASH INC			179,897.50	
KEYSTONE SANITARY LANDFILL				970,743.37
0108000084 4550 CAPITAL EXPENDITURES	235,000.00	229,285.79		229,285.79
0108000084 4555 RECYCLING	350,000.00	350,000.00		350,000.00
GARAGES BUREAU:				
0108000085 4220 CONTRACTED SERVICES	2,500.00	2,500.00		2,500.00
0108000085 4301 GAS, OIL, LUBRICANTS	350,000.00	289,395.66	461.95	
ENCUMBERED: CURRENT PERIOD			599.85	
D. G. NICHOLAS CO.			9,432.00	
PAPCO			363.07	
PUNDOCK CONSTRUCTION			23,611.35	
WEX BANK				254,927.44

DEPARTMENT / ACCOUNT	2020 BUDGET	APRIL, 2020	
		BEGINNING BAL.	ENDING BAL.
0108000085 4310 EQUIPMENT/VEHICLE REPAIR/MAINTENANCE	375,000.00	322,637.80	
ENCUMBERED: PREVIOUS PERIOD		(540.51)	
ENCUMBERED: CURRENT PERIOD		3,013.22	
A.I.T. AUTOMOTIVE		1484	
C. G. CUSTOM TRUCKS		120.42	
COLOURS INC		155.82	
COOPER ELECTRIC		147.06	
D. G. NICHOLAS CO.		636.34	
DALEVILLE ACE HARDWARE		118	
DAVE'S AUTO IGNITION		657.46	
DENAPLES AUTO PARTS INC		290	
DENAPLES TOWING, INC.		349	
EAGLE TRUCK EQUIPMENT INC		3446.5	
ELECTRO BATTERY		894	
FASTENAL COMPANY		168.01	
HUNTER KEYSTONE PETERBILT LP		358.29	
JORDAN'S TOWING		400	
KOST TIRE & AUTO SERVICE		229.95	
MEDICO INDUSTRIES		881.39	
POWELL'S SALES & SERVICE, INC.		60.54	
TRIPLE CITIES ACQUISITIONS, LLC		32.72	
WAYNE COUNTY FORD		257.84	
WELLER'S LOCK & KEY SERVICE		80	
		<u>309,397.75</u>	
0108000085 4360 SMALL TOOLS / SHOP SUPPLIES	16,500.00	14,851.13	
ENCUMBERED: CURRENT PERIOD		634.88	
ENCUMBERED: PREVIOUS PERIOD		(178.70)	
D.G. NICHOLAS CO.		93.38	
GRAINGER		178.70	
S & S TOOLS & SUPPLIES		12.98	
		<u>14,109.89</u>	
0108000085 4390 MATERIALS / SUPPLIES (MISC)	49,500.00	35,926.63	
ENCUMBERED: PREVIOUS PERIOD		1,932.28	
ENCUMBERED: CURRENT PERIOD		104.85	
A.I.T. AUTOMOTIVE PARTS,		502.36	
C. G. CUSTOM TRUCKS		46.86	
COLOURS, INC.		1006.89	
D. G. NICHOLAS CO.		220	
DAILEY RESOURCES, LTD.		162.85	
FASTENAL COMPANY		76.56	
HAUN COMPANIES		127.11	
TRIPLE CITIES ACQUISITIONS, LLC		<u>31,746.87</u>	
0108000085 4401 TIRES	90,500.00	80,585.99	
ENCUMBERED: CURRENT PERIOD		2,808.22	
KOST TIRE & AUTO SERVICE		8,650.50	
		<u>69,127.27</u>	
0108000085 4420 TRAVEL AND LODGING	500.00	500.00	
		<u>500.00</u>	

DEPARTMENT / ACCOUNT	2020 BUDGET	APRIL, 2020	
		BEGINNING BAL	ENDING BAL.
0106000085 4550 CAPITAL EXPENDITURES	70,000.00	70,000.00	70,000.00
0109000085 4901 MAINTENANCE (PREVENTATIVE)	7,500.00	7,500.00	7,500.00
PARKS & RECREATION DEPARTMENT			
0110000000 4280 MISC SERVICES - NON CLASSIFIED	5,000.00	5,000.00	5,000.00
0110000000 4290 STATIONERY / OFFICE SUPPLIES	500.00	500.00	500.00
0110000000 4320 BUILDING REPAIR - SUPPLY MAINTENANCE	15,000.00	9,598.46	9,598.46
0110000000 4330 MEDICAL, CHEMICAL, LAB SUPPLIES	10,000.00	8,722.00	8,722.00
0110000000 4360 SMALL TOOLS / SHOP SUPPLIES	500.00	365.00	365.00
0110000000 4370 PARKS & RECREATION SUPPLIES KEYSTONE CONTAINER SERVICE INC.	12,500.00	12,077.02	11,942.02
0110000000 4420 TRAVEL AND LODGING	250.00	250.00	250.00
0110000000 4530 PERFORMING ARTS	17,500.00	5,000.00	5,000.00
0110000000 4540 SPRING / SUMMER PROGRAMS	3,000.00	1,260.67	1,260.67
0110000000 4550 CAPITAL EXPENDITURES D & M CONSTRUCTION UNLIMITED, INC. DON SCARTELLI CONSTRUCTION SERVICES LEBER ELECTRIC, INC. MAY EQUIPMENT	875,000.00	693,562.36	558,152.36
NON-DEPARTMENTAL EXPENDITURES			
0140110030 4299 ZONING BOARD MARY M PLEVYAK	25,000.00	19,585.20	19,135.20
0140110060 4299 EVERHART MUSEUM	37,500.00	23,000.01	23,000.01
0140110075 4299 SCRANTON PLAN	100,000.00	100,000.00	100,000.00

DEPARTMENT / ACCOUNT	2020 BUDGET	APRIL, 2020	
		BEGINNING BAL	ENDING BAL.
0140110080 4299 SCRANTON TOMORROW SCRANTON TOMORROW	225,000.00	100,000.00	125,000.00
0140110110 4299 SHADE TREE COMMISSION FOUR SEASONS TREE SERVICE TITAN TREE SERVICE	175,000.00	113,484.50 4,562.00 9,500.00	99,422.50
0140110120 4299 ST. CATS AND DOGS	10,000.00	10,000.00	10,000.00
0140110130 4299 MAYOR'S 504 TASK FORCE	1,000.00	1,000.00	1,000.00
0140110140 4299 CIVIL SERVICE COMMISSION SCRANTON TIMES	25,000.00	25,000.00 179.25	24,820.75
0140110150 4299 HUMAN RELATIONS COMMISSION	1,000.00	1,000.00	1,000.00
0140110155 4299 LHVA TRAIL MAINTENANCE LACKAWANNA HERITAGE VALLEY AUTHORITY	12,500.00	12,500.00 10,500.00	2,000.00
0140110160 4299 ETHICS BOARD	25,000.00	25,000.00	25,000.00
0140115230 4299 TAN SERIES	12,750,000.00	12,750,000.00	12,750,000.00
0140115240 4299 TAN SERIES INTEREST	446,250.00	446,250.00	446,250.00
0140115310 4299 OPER TSF TO DBT SVC - STREET LIGHTING	452,541.66	452,541.66	452,541.66
0140115320 4299 OPER TSF TO DBT SVC - GUARANTEED ENERGY SAVINGS	156,894.74	120,645.25	120,645.25
0140115324 4299 OPER TSF TO DBT SVC - FDM REVOLVING AID LN	100,000.00	100,000.00	100,000.00
0140115328 4299 OPER TSF 2016 REDEVELOPMENT AUTH SERIES AA	888,012.50	888,012.50	888,012.50
0140115329 4299 OPER TSF TO DBT SVC - LEASE OF REFUSE PACKERS KS STATEBANK	218,147.96	218,147.96 218,147.96	0.00

DEPARTMENT / ACCOUNT	2020 BUDGET	APRIL, 2020	
		BEGINNING BAL	ENDING BAL.
0140115330 4299 OPER TSF TO DBT SVC - LEASE OF KME ENGINE	49,849.00	0.00	0.00
0140115331 4299 OPER TSF TO DBT SVC - 2019 GO BONDS BLDG	1,000.00	1,000.00	1,000.00
0140115332 4299 OPER TSF TO DBT SVC - SERIES 2017 GENERAL OBLIGATION REFUNDING	3,231,000.00	3,231,000.00	3,231,000.00
0140115333 4299 OPER TSF TO DBT SVC - 2018 TAXABLE SERIES	6,559,450.00	6,559,450.00	6,559,450.00
0140115334 4299 OPER TSF TO DBT SVC - LEASE OF JOHN DEERE WHEEL LOADER	25,851.02	25,851.02	25,851.02
0140115335 4299 OPER TSF TO DBT SVC - LEASE OF LAW ENFORCEMENT MGMT SYSTEM	0.00	0.00	0.00
0140115337 4299 OPER TSF TO DBT SVC - ESCO LEASE BUILDING	100,000.00	100,000.00	100,000.00
0140115338 4299 OPER TSF TO DBT SVC - 2016 RED AUTH SERIES A	3,620,500.00	3,620,500.00	3,620,500.00
0140115339 4299 OPER TSF TO DBT SVC - 2016 GENL. OBL. NOTES	1,878,000.00	1,878,000.00	1,878,000.00
0140115340 4299 OPER TSF TO DBT SVC - 2016 LEASE FORD TRKS	53,925.94	0.00	0.00
0140115341 4299 OPER TSF TO DBT SVC - PIB LOAN	244,811.66	244,811.66	244,811.66
0140115342 4299 OPER TSF TO DBT SVC - LEASE STREET LIGHTING M & T BANK	429,767.00	0.00	(429,767.00)
0140115343 4299 2018 ARIEL PLATFORM TRUCK LEASE	102,156.57	102,156.57	102,156.57

DEPARTMENT / ACCOUNT	2020 BUDGET	BEGINNING BAL.	APRIL, 2020 ACTIVITY	ENDING BAL.
0140115344 4299 M&T LEASE REFUSE PACKERS	89,937.87	89,937.87		89,937.87
0140113090 4299 CONTINGENCY	400,000.00	400,000.00		400,000.00
0140113100 4299 OECD CONTINGENCY UNITED NEIGHBORHOOD CENTER	244,000.00	241,601.21	4,198.91	237,402.30
0140116090 4299 UNENCUMBERED EXPENSES PRIOR YEAR OBLIG. UGI NORTH	300,000.00	298,866.00	1,557.78	297,308.22
0140116270 4299 COURT AWARDS	500,000.00	500,000.00		500,000.00
0140117020 4299 VETERAN'S ORGANIZATION SCRANTON VETERANS MEMORIAL PARK	10,000.00	10,000.00	10,000.00	0.00
0140117040 4299 OPEB TRUST FUND	50,000.00	50,000.00		50,000.00
0140117060 4299 TRIPP PARK COMMUNITY CENTER	1,000.00	1,000.00		1,000.00
0140117080 4299 TARGETED EXPENSES - REVENUE PASS THROUGH ACCOUNT	300,000.00	300,000.00		300,000.00
0140117100 4299 GRANT MATCH MITCHELL KNORR CONTRACTING SCRANTON ELECTRIC HEATING & COOLING	763,300.00	763,300.00	230,890.00 19,632.00	512,778.00

RESOLUTION NO. _____

2020

APPOINTMENT OF AMBER VIOLA, 1512 ROSS AVENUE, SCRANTON, PENNSYLVANIA, 18509 TO THE POSITION OF DIRECTOR OF HUMAN RESOURCES EFFECTIVE MAY 18, 2020.

WHEREAS, Paige G. Cagnetti was elected Mayor of the City of Scranton; and

WHEREAS, Mayor Cagnetti took office on January 6, 2020; and

WHEREAS, Amber Viola has the experience, education and training necessary to act as Director of Human Resources for the City of Scranton.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that Amber Viola, 1512 Ross Avenue, Scranton, Pennsylvania 18509, is hereby appointed as Director of Human Resources for the City of Scranton.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.



OFFICE OF THE MAYOR

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4101 • FAX: 570-348-4251

May 13, 2020

Jessica Eskra, Esq.
City Solicitor
340 North Washington Avenue
Scranton, PA 18503

Dear Ms. Eskra,

Please be advised that I have appointed Amber Viola, 1512 Ross Ave., Scranton, PA 18509 to the position of *Director* of Human Resources effective May 18, 2020.

Ms. Viola's salary will be \$58,250.00 yearly with benefits.

Please adjust your records accordingly.

Sincerely,

Paige G. Cagnetti
Mayor, City of Scranton

CC: John Murray, City Controller
Patrick Sheridan, Business Administrator
Lindsey Manley, Payroll
Debbie Torba, Insurance



DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

May 14, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED

MAY 15 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING APPOINTMENT OF
AMBER VIOLA, 1512 ROSS AVENUE, SCRANTON, PENNSYLVANIA, 18509 TO
THE POSITION OF DIRECTOR OF HUMAN RESOURCES EFFECTIVE MAY 18,
2020.

THE ADMINISTRATION HAS VERIFIED THAT THE APPOINTEE HAS NO
DELINQUENT CITY TAX OR REFUSE PAYMENTS DUE.

Respectfully,

Jessica Eskra (S)

Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

RESOLUTION NO. _____

2020

APPOINTMENT OF THOMAS A. PREAMBO, 510 DEAN STREET, SCRANTON, PENNSYLVANIA, 18509 TO THE POSITION OF DIRECTOR OF THE DEPARTMENT OF PUBLIC WORKS EFFECTIVE MAY 25, 2020.

WHEREAS, Paige G. Cagnetti was elected Mayor of the City of Scranton; and

WHEREAS, Mayor Cagnetti took office on January 6, 2020; and

WHEREAS, Thomas A. Preambo, has the experience, education and training necessary to act as Director of the Department of Public Works for the City of Scranton.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that Thomas A. Preambo, 510 Dean Street, Scranton, Pennsylvania 18509, is hereby appointed as Director of the Department of Public Works to serve at the will of the Mayor.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.



OFFICE OF THE MAYOR

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4101 • FAX: 570-348-4251

May 13, 2020

Jessica Eskra, Esq.
City Solicitor
340 North Washington Avenue
Scranton, PA 18503

Dear Ms. Eskra,

Please be advised that I have appointed Thomas A. Preambo, 510 Dean St. Scranton, PA 18509 to the position of *Director of DPW* effective May 25, 2020.

Mr. Preambo's salary will be \$57,375.00 yearly with benefits.

Please adjust your records accordingly.

Sincerely,

Paige G. Cagnetti
Mayor, City of Scranton

CC: John Murray, City Controller
Patrick Sheridan, Business Administrator
Lindsey Manley, Payroll
Debbie Torba, Insurance



DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

May 14, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED

MAY 15 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING APPOINTMENT OF
THOMAS A. PREAMBO, 510 DEAN STREET, SCRANTON, PENNSYLVANIA, 18509
TO THE POSITION OF DIRECTOR OF THE DEPARTMENT OF PUBLIC WORKS
EFFECTIVE MAY 25, 2020.

THE ADMINISTRATION HAS VERIFIED THAT THE APPOINTEE HAS NO
DELINQUENT CITY TAX OR REFUSE PAYMENTS DUE.

Respectfully,

Jessica Eskra (s)
Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

RESOLUTION NO. _____

2020

APPOINTMENT OF EILEEN CIPRIANI, 117 WASHINGTON AVENUE, WEST WYOMING, PENNSYLVANIA, 18644 TO THE POSITION OF EXECUTIVE DIRECTOR OF THE CITY OF SCRANTON'S OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT EFFECTIVE MAY 18, 2020. MS. CIPRIANI WILL BE REPLACING MARY-PAT WARD WHO WAS SERVING AS EXECUTIVE DIRECTOR.

WHEREAS, the Mayor has appointed Eileen Cipriani to the position of Executive Director of the City of Scranton's Office of Economic and Community Development effective May 18, 2020, to replace Mary-Pat Ward who was serving as Executive Director; and

WHEREAS, Eileen Cipriani, has the experience, education and training necessary to act as Executive Director of the City of Scranton's Office of Economic and Community Development.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the appointment of Eileen Cipriani, 117 Washington Avenue, West Wyoming, Pennsylvania, 18644 to the position of Executive Director of the City of Scranton's Office of Economic and Community Development is hereby approved, as is the execution of any and all documents necessary to formalize that appointment.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.



OFFICE OF THE MAYOR

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4101 • FAX: 570-348-4251

May 13, 2020

Jessica Eskra, Esq.
City Solicitor
340 North Washington Avenue
Scranton, PA 18503

Dear Ms. Eskra,

Please be advised that I have appointed Eileen Cipriani, 117 Washington Ave. West Wyoming, PA 18644 to the position of *Executive Director* of the Office of Economic and Community Development effective May 18, 2020. Ms. Cipriani will be replacing Mary-Pat Ward as Executive Director. Ms. Cipriani is not a resident of Scranton and pursuant to §6-6 (I)(2) of the Administrative Code, I am hereby requesting a residency waiver in my sole discretion in the best interest of the City.

Ms. Cipriani's salary will be \$53,152.00 yearly with benefits.

Please adjust your records accordingly.

Sincerely,

A handwritten signature in cursive script, reading "Paige G. Cognetti".

Paige G. Cognetti
Mayor, City of Scranton

CC: John Murray, City Controller
Patrick Sheridan, Business Administrator
Lindsey Manley, Payroll
Debbie Torba, Insurance



DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

May 14, 2020

RECEIVED

MAY 15 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING APPOINTMENT OF EILEEN CIPRIANI, 117 WASHINGTON AVENUE, WEST WYOMING, PENNSYLVANIA, 18644 TO THE POSITION OF EXECUTIVE DIRECTOR OF THE CITY OF SCRANTON'S OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT EFFECTIVE MAY 18, 2020. MS. CIPRIANI WILL BE REPLACING MARY-PAT WARD WHO WAS SERVING AS EXECUTIVE DIRECTOR.

Respectfully,

Jessica Eskra (S)
Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

RESOLUTION NO. _____

2020

AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO WAIVE THE RESIDENCY REQUIREMENTS FOR EILEEN CIPRIANI IN HER CAPACITY AS EXECUTIVE DIRECTOR OF THE OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT FOR THE CITY OF SCRANTON.

WHEREAS, Mayor Paige G. Cagnetti seeks to appoint Eileen Cipriani as Executive Director of the Office of Economic and Community Development for the City of Scranton; and

WHEREAS, Ms. Cipriani's residence is located at 117 Washington Avenue, West Wyoming, Luzerne County, PA 18644, outside the territorial limits of the City of Scranton; and

WHEREAS, Mayor Cagnetti has determined that Ms. Cipriani's appointment would be in the best interests of the City and has requested a waiver of the residency requirements pursuant to Section 6-6. The Mayor's request for a waiver being formalized in her appointment letter for Ms. Cipriani dated May 13, 2020. A copy of the Mayor's May 13, 2020 appointment letter is attached hereto as Exhibit "A" and incorporated herein by reference thereto; and

WHEREAS, Mayor Cagnetti has outlined the reasons she has determined that requesting a waiver of the residency requirement is in the City's best interests in a letter to Council dated May 14, 2020. A copy of the Mayor's May 14, 2020 letter to Council is attached hereto as Exhibit "B" and incorporated herein by reference thereto.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the residency requirements for Eileen Cipriani are waived. Ms. Cipriani may serve as Executive Director of the Office of Economic and Community Development for the City of Scranton while residing outside the municipal limits of the City of Scranton, County Lackawanna, Pennsylvania.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.



OFFICE OF THE MAYOR

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4101 • FAX: 570-348-4251

May 13, 2020

Jessica Eskra, Esq.
City Solicitor
340 North Washington Avenue
Scranton, PA 18503

Dear Ms. Eskra,

Please be advised that I have appointed Eileen Cipriani, 117 Washington Ave. West Wyoming, PA 18644 to the position of *Executive Director* of the Office of Economic and Community Development effective May 18, 2020. Ms. Cipriani will be replacing Mary-Pat Ward as Executive Director. Ms. Cipriani is not a resident of Scranton and pursuant to §6-6 (I)(2) of the Administrative Code, I am hereby requesting a residency waiver in my sole discretion in the best interest of the City.

Ms. Cipriani's salary will be \$53,152.00 yearly with benefits.

Please adjust your records accordingly.

Sincerely,

Paige G. Cagnetti
Mayor, City of Scranton

CC: John Murray, City Controller
Patrick Sheridan, Business Administrator
Lindsey Manley, Payroll
Debbie Torba, Insurance





OFFICE OF THE MAYOR

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4101 • FAX: 570-348-4251

May 14, 2020

Dear Council and President Gaughan,

I am pleased to present for your consideration the appointment of Eileen Cipriani as Executive Director of OECD, effective May 18, 2020.

Ms. Cipriani brings extensive economic development experience to Scranton. Most recently, Ms. Cipriani served as Deputy Secretary of Workforce Development at the Pennsylvania Department of Labor and Industry, where she oversaw a staff of 400 employees and a budget of \$228 million. Additionally, Ms. Cipriani has served as Acting Director for the State Workers Insurance Fund and as a member of the West Wyoming City Council.

Ms. Cipriani is a resident of West Wyoming in Luzerne County. I am formally requesting Council to provide a residency waiver for her appointment. Section 6-6 (I)(2) of the City Administrative Code requires that the "best interest of the City shall be the most important" in employing a person. The best interest of the City is the sole consideration in whether an appointment should receive a residency waiver; it is hard to imagine an appointment more worthy of one.

The City's Act 47 Exit Plan includes a recommendation to "bolster the City's internal economic development capacity". Ms. Cipriani is exactly the type of leader we have needed for some time.

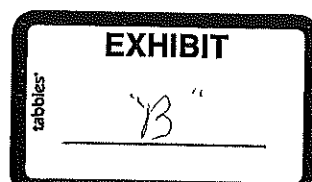
The challenges we face are unprecedented; unemployment has rapidly and dramatically increased, businesses have shuttered or reduced hours, transportation is limited, and social distancing mandates have changed the core of day-to-day life in innumerable ways.

As we look to begin the recovery process from the COVID-19 pandemic and navigate the growing economic crisis, Ms. Cipriani's economic development and workforce experience will be invaluable. She has the vision, expertise, and relationships in NEPA and statewide to hit the ground running as we continue to identify ways to assist small businesses teetering on bankruptcy, obtain critical aid dollars, and create long-term development plans.

I submit to you unequivocally that the best interests of the City will be served by Ms. Cipriani leading OECD, especially under these extraordinary circumstances.

Sincerely,

Paige G. Cagnetti
Mayor, City of Scranton





DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

May 14, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED

MAY 15 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING THE MAYOR AND
OTHER APPROPRIATE CITY OFFICIALS TO WAIVE THE RESIDENCY
REQUIREMENTS FOR EILEEN CIPRIANI IN HER CAPACITY AS EXECUTIVE
DIRECTOR OF THE OFFICE OF COMMUNITY AND ECONOMIC
DEVELOPMENT FOR THE CITY OF SCRANTON.

Respectfully,

Jessica Eskra (s)

Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

FILE OF THE COUNCIL NO. _____

2020

AN ORDINANCE

AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO ACCEPT THE DEPARTMENT OF JUSTICE "BA FY20 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM" A GRANT IN THE AMOUNT OF \$64,162 AWARDED TO THE CITY OF SCRANTON POLICE DEPARTMENT TO BE USED FOR THE PURCHASE OF SUPPLIES AND EQUIPMENT TO RESPOND TO, PREVENT, AND PROTECT AGAINST THE SPREAD OF CORONAVIRUS.

WHEREAS, the Scranton Police Department applied for and received a grant from the Department of Justice "BA FY20 Coronavirus Emergency Supplemental Funding Program" in the amount of \$64,162.00. A copy of the grant application is attached hereto as Exhibit "A" and incorporated herein as if set forth at length; and

WHEREAS, the Grant funding will be used to reimburse the Scranton Police Department for equipment and supplies used to prepare for, respond to and prevent the spread of coronavirus. Additionally, Federal funding will be used to purchase services to provide a "deep clean" of the Scranton Police Headquarters in an effort to prevent the spread of the virus among police officers to ensure there is no gap in emergency services available to the public. The City of Scranton will also use funding to purchase a digital roadside sign which will be used to rapidly convey messages to the public regarding coronavirus. Lastly the funding will also be used to cover overtime costs associated with police officers activities related to the prevention of and response to the coronavirus. The City of Scranton will be contributing \$17,732 from the general budget to be used for overtime costs, the deep clean of the police headquarters and the purchase of additional face masks.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SCRANTON that the Mayor and other appropriate City Officials are hereby authorized to accept the Department of Justice "BA FY20 Coronavirus Emergency Supplemental Funding Program" Grant in the amount of \$64,162 and to execute the Award Document and disburse the funds to protect against the spread of coronavirus.

SECTION 1. If any section, clause, provision or portion of this Ordinance shall be held invalid or unconstitutional by any Court of competent jurisdiction such decision shall not affect any other section, clause, provision or portion of this Ordinance so long as it remains legally

enforceable minus the invalid portion. The City reserves the right to amend this Ordinance or any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Ordinance, and the effective administration thereof.

SECTION 2. This Ordinance shall become effective immediately upon approval.

SECTION 3. This Ordinance is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law" and any other applicable law arising under the laws of the State of Pennsylvania.

To: City of Scranton Law Department

From: Maggie Perry, Grant Manager

Re: Department of Justice "BA FY20 Coronavirus Emergency Supplemental Funding Program"

Date: May 6, 2020

Attorney Eskra,

I am requesting legislation be sent to Scranton City Council for the acceptance and execution of the Department of Justice "BA FY20 Coronavirus Emergency Supplemental Funding Program". The Scranton Police Department was awarded \$64,162 to be used for the purchase of supplies and equipment to respond to, prevent, and protect against the spread of the coronavirus.

Attached are the following documents:

- Cover Sheet for Legislation
- Award Document
- Copy of the Application
- Copy of the Budget Narrative

Once City Council approves this request, I respectfully ask that Mayor Cagnetti sign the attached Award Document on "Page 1", Line 19 and initial all subsequent pages of the document. Once signed please return to me for submission for acceptance to the Department of Justice.

If you have any questions, please feel free to contact me at any time.

Respectfully,

Maggie Perry
mamclane@scrantonpa.gov
(570)313-7764

Legislative Cover Sheet – Scranton City Council

What Department is this legislation originating from? Where did the initiative for this legislation originate?

- Scranton Police Department

Summary and Facts of the legislation

- The Scranton Police Department is requesting legislation to accept and execute the Department of Justice "BA FY20 Coronavirus Emergency Supplemental Funding Program" grant award.

Purpose – please include the following in the explanation:

What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish

What are the benefits of doing this/Down-side of doing this

How does this legislation relate to the City's Vision/Mission/Priorities

- The awarded grant funding will be used to reimburse the Scranton Police Department for equipment and supplies used to prepare for, respond to and prevent the spread of the coronavirus.

Financial Impact – please include the following in the explanation:

Cost (initial and ongoing)

Benefits (initial and ongoing)

- The Scranton Police Department was awarded \$64,162

Funding Sources – please include the following in the explanation:

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

- Not applicable

Priority Status/Deadlines, if any

- High priority, the grant award must be accepted within 30 days of notification. The City of Scranton as notified of award on May 6, 2020.

Legislative Cover Sheet – Scranton City Council

Why should the Council unanimously support this legislation?

- Providing the Police Department the supplies and equipment needed during the current health crisis

Include any other pertinent details and/or relevant information that the Council should be aware of:

- Please feel free to contact Maggie Perry with any further questions, mamclane@scrantonpa.gov ; 570-313-7764

5/6/2020

APPLICATION FOR FEDERAL ASSISTANCE		2. DATE SUBMITTED April 29, 2020	Applicant Identifier
1. TYPE OF SUBMISSION Application Construction		3. DATE RECEIVED BY STATE	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION			
Legal Name City of Scranton		Organizational Unit City of Scranton	
Address 340 N. Washington Avenue Scranton, Pennsylvania 18503-1582		Name and telephone number of the person to be contacted on matters involving this application Perry, Maggie (570) 558-8335	
6. EMPLOYER IDENTIFICATION NUMBER (EIN) 24-6000704		7. TYPE OF APPLICANT Municipal	
8. TYPE OF APPLICATION New		9. NAME OF FEDERAL AGENCY Bureau of Justice Assistance	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 16.034 CFDA Coronavirus Emergency Supplemental Funding TITLE: Program		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT City of Scranton's Preparation, Prevention and Response to the coronavirus	
12. AREAS AFFECTED BY PROJECT Scranton, PA			
13. PROPOSED PROJECT Start Date: June 01, 2020 End Date: May 31, 2021		14. CONGRESSIONAL DISTRICTS OF a. Applicant b. Project PA17	
15. ESTIMATED FUNDING		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER	

EXHIBIT

"19"

12372 PROCESS?

Federal	\$64,162	Program has not been selected by state for review
Applicant	\$17,732	
State	\$0	
Local	\$0	
Other	\$0	
Program Income	\$0	
TOTAL	\$81,894	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?
		N

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.

Close Window

Coronavirus Emergency Supplemental Funding Program
City of Scranton
Budget Narrative

The City of Scranton is requesting \$64,162 in funding from the Department of Justice to be used to purchase supplies, equipment, services and assist with overtime costs for the Scranton Police Department to prevent and respond to the coronavirus outbreak. The supplies to be purchased include PPE face masks, gloves, goggles and face shields as well as hand sanitizer, cleaning supplies and thermometers. Additionally, Federal funding will be used to purchase the services to provide a “deep clean” of Scranton Police Headquarters in an effort to prevent the spread of the virus among police officers to ensure there is no gap in emergency services available to the public. The City of Scranton will also use funding to purchase a digital roadside sign which will be used to rapidly convey messages to the public regarding coronavirus. Lastly funding will be used to cover overtime costs associated with police officer activities related to the prevention of and response to the coronavirus. The total of overtime is based on the amount of overtime needed thus far in relation to coronavirus related activities for law enforcement.

The City of Scranton will be contributing \$17,732 from the general budget to be used for overtime costs, the deep clean of police headquarters and the purchase of additional face masks.



Department of Justice (DOJ)
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

May 5, 2020

Mayor Paige Cagnetti
City of Scranton
340 N. Washington Avenue
Scranton, PA 18503-1582

Dear Mayor Cagnetti:

On behalf of Attorney General William P. Barr, it is my pleasure to inform you that the Office of Justice Programs (OJP), U.S. Department of Justice (DOJ), has approved the application by City of Scranton for an award under the OJP funding opportunity entitled "BJA FY 20 Coronavirus Emergency Supplemental Funding Program." The approved award amount is \$64,162. These funds are for the project entitled Scranton's Preparation, Prevention and Response to the Coronavirus.

The award document, including award conditions, is enclosed. The entire document is to be reviewed carefully before any decision to accept the award. Also, the webpage entitled "Legal Notices: Special circumstances as to particular award conditions" (ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm) is to be consulted prior to an acceptance. Through that "Legal Notices" webpage, OJP sets out -- by funding opportunity -- certain special circumstances that may or will affect the applicability of one or more award requirements. Any such legal notice pertaining to award requirements that is posted through that webpage is incorporated by reference into the award.

Please note that award requirements include not only award conditions, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. Because these requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds), it is vital that all key staff know the award requirements, and receive the award conditions and the assurances and certifications, as well as the application as approved by OJP. (Information on all pertinent award requirements also must be provided to any subrecipient of the award.)

Should City of Scranton accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Please direct questions regarding this award as follows:

- For program questions, contact Patrick Fines, Program Manager at (202) 598-7516; and
- For financial questions, contact the Customer Service Center of OJP's Office of the Chief Financial Officer at (800) 458-0786, or at ask.ocfo@usdoj.gov.

We look forward to working with you.

Sincerely,

Katharine T. Sullivan
Principal Deputy Assistant Attorney General

Encl.



Department of Justice (DOJ)
Office of Justice Programs
Office of Civil Rights

Washington, DC 20531

May 5, 2020

Mayor Paige Cognito
City of Scranton
340 N. Washington Avenue
Scranton, PA 18503-1582

Dear Mayor Cognito:

Congratulations on your recent award. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) has been delegated the responsibility for ensuring that recipients of federal financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) are not engaged in discrimination prohibited by law. Several federal civil rights laws, such as Title VI of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972, require recipients of federal financial assistance to give assurances that they will comply with those laws. In addition to those civil rights laws, many grant program statutes contain nondiscrimination provisions that require compliance with them as a condition of receiving federal financial assistance. For a complete review of these civil rights laws and nondiscrimination requirements, in connection with OJP and other DOJ awards, see <https://ojp.gov/funding/Explore/LegalOverview/CivilRightsRequirements.htm>

Under the delegation of authority, the OCR investigates allegations of discrimination against recipients from individuals, entities, or groups. In addition, the OCR conducts limited compliance reviews and audits based on regulatory criteria. These reviews and audits permit the OCR to evaluate whether recipients of financial assistance from the Department are providing services in a non-discriminatory manner to their service population or have employment practices that meet equal-opportunity standards.

If you are a recipient of grant awards under the Omnibus Crime Control and Safe Streets Act or the Juvenile Justice and Delinquency Prevention Act and your agency is part of a criminal justice system, there are two additional obligations that may apply in connection with the awards: (1) complying with the regulation relating to Equal Employment Opportunity Programs (EEOs); and (2) submitting findings of discrimination to OCR. For additional information regarding the EEO requirement, see 28 CFR Part 42, subpart E, and for additional information regarding requirements when there is an adverse finding, see 28 C.F.R. §§ 42.204(c), .205(c)(5). Please submit information about any adverse finding to the OCR at the above address.

We at the OCR are available to help you and your organization meet the civil rights requirements that are associated with OJP and other DOJ grant funding. If you would like the OCR to assist you in fulfilling your organization's civil rights or nondiscrimination responsibilities as a recipient of federal financial assistance, please do not hesitate to let us know.

Sincerely,

Michael L. Alston
Director

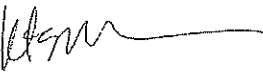
cc: Grant Manager
Financial Analyst



Department of Justice (DOJ)
Office of Justice Programs
Bureau of Justice Assistance

Grant

PAGE 1 OF 16

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) City of Scranton 340 N. Washington Avenue Scranton, PA 18503-1582		4. AWARD NUMBER: 2020-VD-BX-0340	
		5. PROJECT PERIOD: FROM 01/20/2020 TO 01/31/2022 BUDGET PERIOD: FROM 01/20/2020 TO 01/31/2022	
2a. GRANTEE IRS/VENDOR NO. 246000705		6. AWARD DATE 05/05/2020	7. ACTION Initial
2b. GRANTEE DUNS NO. 060497856		8. SUPPLEMENT NUMBER 00	
3. PROJECT TITLE Scranton's Preparation, Prevention and Response to the Coronavirus		9. PREVIOUS AWARD AMOUNT \$ 0	
		10. AMOUNT OF THIS AWARD \$ 64,162	
		11. TOTAL AWARD \$ 64,162	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY20(BJA - CESF) Pub. L. No. 116-136, Div. B; 28 U.S.C. 530C			
14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16.034 - Coronavirus Emergency Supplemental Funding Program			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Katharine T. Sullivan Principal Deputy Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Paige Cagnetti Mayor	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL	19A. DATE
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X B VD 80 00 00 64162		21. VVDUGT0368	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Justice (DOJ)
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
SHEET**
Grant

PAGE 2 OF 16

PROJECT NUMBER 2020-VD-BX-0340

AWARD DATE 05/05/2020

SPECIAL CONDITIONS

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" (ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.



Department of Justice (DOJ)
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
SHEET
Grant**

PAGE 3 OF 16

PROJECT NUMBER 2020-VD-BX-0340

AWARD DATE 05/05/2020

SPECIAL CONDITIONS

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2019 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2019 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2019 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.



Department of Justice (DOJ)
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
SHEET
Grant**

PAGE 4 OF 16

PROJECT NUMBER 2020-VD-BX-0340

AWARD DATE 05/05/2020

SPECIAL CONDITIONS

5. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after -- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

7. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.



Department of Justice (DOJ)
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
SHEET**
Grant

PAGE 5 OF 16

PROJECT NUMBER 2020-VD-BX-0340

AWARD DATE 05/05/2020

SPECIAL CONDITIONS

8. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).



Department of Justice (DOJ)
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
SHEET
Grant**

PAGE 6 OF 16

PROJECT NUMBER 2020-VD-BX-0340

AWARD DATE 05/05/2020

SPECIAL CONDITIONS

9. Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1) and (2).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) and (2) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1) and (2).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or



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any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1) and (2).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at E-Verify@dhs.gov. E-Verify employer agents can email E-Verify at E-VerifyEmployerAgent@dhs.gov.

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

10. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

11. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.



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13. Unreasonable restrictions on competition under the award; association with federal government

SCOPE. This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award, whether by the recipient or by any subrecipient at any tier, and regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used. The provisions of this condition must be among those included in any subaward (at any tier).

1. No discrimination, in procurement transactions, against associates of the federal government

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- no recipient (or subrecipient, at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor (at any tier), grant recipient or -subrecipient (at any tier), agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.



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14. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

15. Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

16. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

17. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

18. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.



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19. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

20. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

21. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

23. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.



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24. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

25. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2020) The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions that may be set out in applicable appropriations acts are indicated at <https://ojp.gov/funding/Explore/FY20AppropriationsRestrictions.htm>, and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

26. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.



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27. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.



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28. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

29. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

30. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

31. Signing Authority

This award must be signed by an authorized official of the applicant State, local, or tribal government, on behalf of that applicant State, unit of local government, or Tribe, unless the applicant designates an organizational unit to apply on its behalf. For example, if designated by a unit of local government, a Police Department or Sheriff's Office (or similar agency) may apply on behalf of the applicant jurisdiction, as long as the department, office, or agency is listed as the organizational unit on the SF-424. In that case, the head of the designated organizational unit (such as a Police Chief or Sheriff) may sign the award. Documentation of the designation by the appropriate governing body must be retained by the grant recipient.

32. The "Emergency Appropriations for Coronavirus Health Response and Agency Operations" law (Public Law 116-136) includes definitions, reporting requirements, and certain other provisions that apply (whether in whole or in part) to this award. In addition, consistent with the CESF Program's purposes, which involve preparing for, preventing, and responding to the coronavirus national emergency, OJP will provide notice of any additional CESF program-specific grants administrative requirements on an award page, accessible at <https://www.ojp.gov/funding/explore/CESF-program-specific-condition>, that is incorporated by reference here.



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33. The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

34. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

35. Required monitoring of subawards

The recipient must monitor subawards under this award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

36. Use of program income

Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.

37. Justice Information Sharing

Recipients are encouraged to comply any information-sharing projects funded under this award with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) is encouraged to conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: https://it.ojp.gov/gsp_grantcondition. The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information.

38. Avoidance of duplication of networks

To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity.



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39. Compliance with National Environmental Policy Act and related statutes

Upon request, the recipient (and any subrecipient at any tier) must assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these award funds, either directly by the recipient or by a subrecipient. Accordingly, the recipient agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the award, the recipient agrees to contact BJA. The recipient understands that this condition applies to new activities as set out below, whether or not they are being specifically funded with these award funds. That is, as long as the activity is being conducted by the recipient, a subrecipient, or any third party, and the activity needs to be undertaken in order to use these award funds, this condition must first be met. The activities covered by this condition are: a. New construction; b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places; c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size; d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories. The recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The recipient further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at <https://bja.gov/Funding/nepa.html>, for programs relating to methamphetamine laboratory operations. Application of This Condition to Recipient's Existing Programs or Activities: For any of the recipient's or its subrecipients' existing programs or activities that will be funded by these award funds, the recipient, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

40. Establishment of interest-bearing account

If award funds are being drawn down in advance, the recipient (or a subrecipient, with respect to a subaward) is required to establish an interest-bearing account dedicated specifically to this award. Recipients (and subrecipients) must maintain advance payments of federal awards in interest-bearing accounts, unless regulatory exclusions apply (2 C.F.R. 200.305(b)(8)). The award funds, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Coronavirus Emergency Supplemental Funding (CESF) program. The recipient also agrees to obligate the award funds in the account (including any interest earned) during the period of performance for the award and expend within 90 days thereafter. Any unobligated or unexpended funds, including interest earned, must be returned to OJP at the time of closeout.

41. Expenditures requiring prior approval

No funds under this award may be expended on individual items costing \$500,000 or more, or to purchase Unmanned Aerial Systems (UAS), Unmanned Aircraft (UA), and/or Unmanned Aerial Vehicles (UAV) without prior written approval from BJA. Prior approval must be obtained post-award, through the submission and approval of a Grant Adjustment Notice (GAN) through OJP's Grant Management System (GMS).



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42. Authorization to obligate (federal) award funds to reimburse certain project costs incurred on or after January 20, 2020

The recipient may obligate (federal) award funds only after the recipient makes a valid acceptance of the award. As of the first day of the period of performance for the award (January 20, 2020), however, the recipient may choose to incur project costs using non-federal funds, but any such project costs are incurred at the recipient's risk until, at a minimum-- (1) the recipient makes a valid acceptance of the award, and (2) all applicable withholding conditions are removed by OJP (via a Grant Adjustment Notice). (A withholding condition is a condition in the award document that precludes the recipient from obligating, expending, or drawing down all or a portion of the award funds until the condition is removed.)

Nothing in this condition shall be understood to authorize the recipient (or any subrecipient at any tier) to use award funds to "supplant" State or local funds.

43. Use of funds for DNA testing; upload of DNA profiles

If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System ("CODIS," the DNA database operated by the FBI) by a government DNA laboratory with access to CODIS. No profiles generated under this award may be entered or uploaded into any non-governmental DNA database without prior express written approval from BJA. Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA profiles may be accepted for entry into CODIS.

44. Body armor - compliance with NIJ standards and other requirements

Ballistic-resistant and stab-resistant body armor purchased with award funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the body armor has been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and is listed on the NIJ Compliant Body Armor Model List (<https://nij.gov/topics/technology/body-armor/Pages/compliant-ballistic-armor.aspx>). In addition, ballistic-resistant and stab-resistant body armor purchased must be made in the United States and must be uniquely fitted, as set forth in 34 U.S.C. 10202(c)(1)(A). The latest NIJ standard information can be found here: <https://nij.gov/topics/technology/body-armor/pages/safety-initiative.aspx>.



Department of Justice (DOJ)

Office of Justice Programs

Bureau of Justice Assistance

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Orbin Terry, NEPA Coordinator

Subject: Categorical Exclusion for City of Scranton

The Coronavirus Emergency Supplemental Funding (CESF) Program allows eligible states, local units of government, and tribes to support a broad range of activities including preventing, preparing for, and responding to the coronavirus.

All recipients of CESF funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a sub-grantee or third party.

BJA's expectation is that none of the following activities will be conducted whether under this federal award or a related third party action:

- (1) New construction
- (2) Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species
- (3) A renovation that will change the basic prior use of a facility or significantly change its size
- (4) Research and technology whose anticipated and future application could be expected to have an effect on the environment
- (5) Implementation of a program involving the use of chemicals (including the identification, seizure, or closure of clandestine methamphetamine laboratories) other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments.

Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations.

If, however, award funds are proposed to be used for any of the enumerated projects or activities above, grant recipients must contact their grant manager, and receive written approval prior to commencing that project or activity.

Questions about this determination may be directed to your grant manager or Orbin Terry, Environmental Coordinator for BJA.



Department of Justice (DOJ)
Office of Justice Programs
Bureau of Justice Assistance

**GRANT MANAGER'S MEMORANDUM, PT. I:
PROJECT SUMMARY**

Grant

PROJECT NUMBER

2020-VD-BX-0340

PAGE 1 OF 1

This project is supported under FY20(BJA - CESF) Pub. L. No. 116-136, Div. B; 28 U.S.C. 530C

1. STAFF CONTACT (Name & telephone number)

Patrick Fines
(202) 598-7516

2. PROJECT DIRECTOR (Name, address & telephone number)

Maggie Perry
Grant Administrator
340 N. Washington Ave
Scranton, PA 18503-1582
(570) 558-8335

3a. TITLE OF THE PROGRAM

BJA FY 20 Coronavirus Emergency Supplemental Funding Program

**3b. POMS CODE (SEE INSTRUCTIONS
ON REVERSE)**

4. TITLE OF PROJECT

Scranton's Preparation, Prevention and Response to the Coronavirus

5. NAME & ADDRESS OF GRANTEE

City of Scranton
340 N. Washington Avenue
Scranton, PA 18503-1582

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 01/20/2020 TO: 01/31/2022

8. BUDGET PERIOD

FROM: 01/20/2020 TO: 01/31/2022

9. AMOUNT OF AWARD

\$ 64,162

10. DATE OF AWARD

05/05/2020

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The Coronavirus Emergency Supplemental Funding (CESF) Program allows States, U.S. Territories, the District of Columbia, units of local government, and federally recognized tribal governments to support a broad range of activities to prevent, prepare for, and respond to the coronavirus. Funded projects or initiatives may include, but are not limited to, overtime, equipment (including law enforcement and medical personal protective equipment), hiring, supplies (such as gloves, masks, sanitizer), training, travel expenses (particularly related to the distribution of resources to the most impacted areas), and addressing the medical needs of inmates in state, local, and tribal prisons, jails, and detention centers. NCA/NCF



DEPARTMENT OF LAW

PENNSYLVANIA CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

May 8, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED

MAY - 8 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS AN ORDINANCE AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO ACCEPT THE DEPARTMENT OF JUSTICE "BA FY20 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM" A GRANT IN THE AMOUNT OF \$64,162 AWARDED TO THE CITY OF SCRANTON POLICE DEPARTMENT TO BE USED FOR THE PURCHASE OF SUPPLIES AND EQUIPMENT TO RESPOND TO, PREVENT, AND PROTECT AGAINST THE SPREAD OF CORONAVIRUS.

Respectfully,

Jessica Eskra (S)

Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

RESOLUTION NO. _____

2020

AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO AN ADDENDUM TO THE COOPERATION AGREEMENT BY AND BETWEEN THE CITY OF SCRANTON ("CITY") AND THE DEPARTMENT OF MILITARY AND VETERANS AFFAIRS ("DMVA") TO FURTHER AMEND THE COOPERATION AGREEMENT TO PERMIT THE SCRANTON POLICE DEPARTMENT'S FORCE ENTRY TACTICAL TEAM TO MOVE ALL EXPLOSIVE ENTRY TRAINING OPERATIONS AND ACTIVITIES TO THE NEW LOCATION DEPICTED IN EXHIBIT A-1 AND CEASE TO USE THE PREVIOUSLY APPROVED AREA OF THE LEACH RANGE PROPERTY LOCATED IN NEWTON TOWNSHIP AND SOUTH ABINGTON TOWNSHIP.

WHEREAS, the City and DMVA entered into a Cooperation Agreement dated June 14, 2005 to document and set forth the terms and conditions of the City's lease and use of the premises known and referred to as the Leach Range; and

WHEREAS, on September 30, 2014 the City and DMVA entered into an Addendum to the Cooperation Agreement which modified the Agreement to clarify safety regulations, policies; and procedural standards regarding installation of an on-site enclosed firing range; and

WHEREAS, on February 8, 2018 the City and DMVA entered into an Addendum to the Cooperation Agreement to allow the Scranton Police Department's Force Entry Tactical Team to conduct explosive entry training at a specific location on the premises. A copy of the Addendum is attached hereto as Exhibit "A" and incorporated herein by reference hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the Mayor and other appropriate City officials are authorized to execute and enter into an Addendum to the Cooperation Agreement by and between the City of Scranton ("City") and the Department of Military and Veterans Affairs ("DMVA") to further Amend the Cooperation Agreement to permit the Scranton Police Department's Force Entry Tactical Team to move all explosive entry training operations and activities to the new location and cease to use the previously approved area of the Leach Range Property located in Newton Township and South Abington Township.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect

any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

THIRD ADDENDUM TO
COOPERATION AGREEMENT

THIS THIRD ADDENDUM, made this ____ day of _____, 2020, by and between: CITY OF SCRANTON (hereinafter referred to as "CITY"), DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (hereinafter referred to as "DMVA") to the COOPERATION AGREEMENT herein after referred to as ("AGREEMENT").

WITNESSETH:

WHEREAS, CITY and DMVA are parties to the Agreement that was executed on June 14, 2005

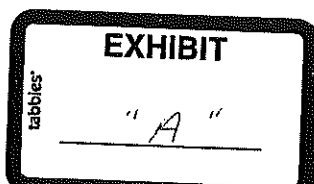
WHEREAS, said Agreement provided the terms and conditions of City's lease and use of the premises describes therein, commonly known and referred to as Leach Range;

WHEREAS, said agreement was modified to clarify safety regulations, policies and procedural standards regarding the installation of an on-site enclosed firing range in an addendum that was executed on September 30, 2014 ("First Addendum");

WHEREAS, said agreement was further modified to permit the Scranton Police Department's Entry Tactile Team to conduct explosive entry training at a specific location on the premises in an addendum that was executed on February 09, 2018 ("Second Addendum");

WHEREAS, CITY and DMVA wish to further amend the aforementioned Agreement;

NOW THEREFORE, in consideration of the mutual covenants contained in the Agreement and other good and valuable consideration, the parties hereto intending to be legally bound, hereby agree that the following language will be added to the Agreement:



1. TRAINING LOCATION: The Scranton Police Department's Force Entry Tactical Team will move all explosive entry training operations and activities to the new location depicted in Exhibit A-1 and cease to use the previously approved area of the Leach Range property located in Newton Township and South Abington Township, subject to and in accordance with all previously agreed to rules, regulations and safety policies.

2. SOIL TESTING AND REMEDIATION

- a. On February 13, 2020 a soil sampling was taken at two locations within the new area to be utilized for explosive breach training and professionally tested for the base chemicals that make up the explosives that are to be utilized at the range to establish a current chemical benchmark level. The testing results are included as Exhibit B-1, attached hereto and made a part hereof. Upon termination or expiration of the Agreement, the areas at the site will be retested for the same chemicals to determine if there has been any leakage into the underlying soil during the term of the Agreement. If a measurable increase is determined to have occurred, DMVA, in its sole discretion, may require the City to properly remediate and return the site to either the original benchmark level or a level considered environmentally safe and acceptable by DMVA.

3. TERM

- a. The term of the Agreement shall be for five (5) years with an automatic renewal to occur every five (5) years thereafter unless terminated by written notice of either party hereto six (6) months prior to the date of expiration.

4. CONDITIONS

- a. Conditions All other terms and conditions of the Agreement not modified by this Addendum shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this addendum this _____ day of _____, 2020.

Attest:

CITY OF SCRANTON

Title: City Clerk

Title: Mayor

Title: City Solicitor

Title: City Controller

**COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS**

Title: Deputy, Facilities and
Engineering and Secretary
State Armory Board

Title: The Adjutant General

Approved as to form and legality:

Title: Chief Counsel, DMVA

Office of General Counsel

(Deputy) Attorney General

EXHIBIT A-1

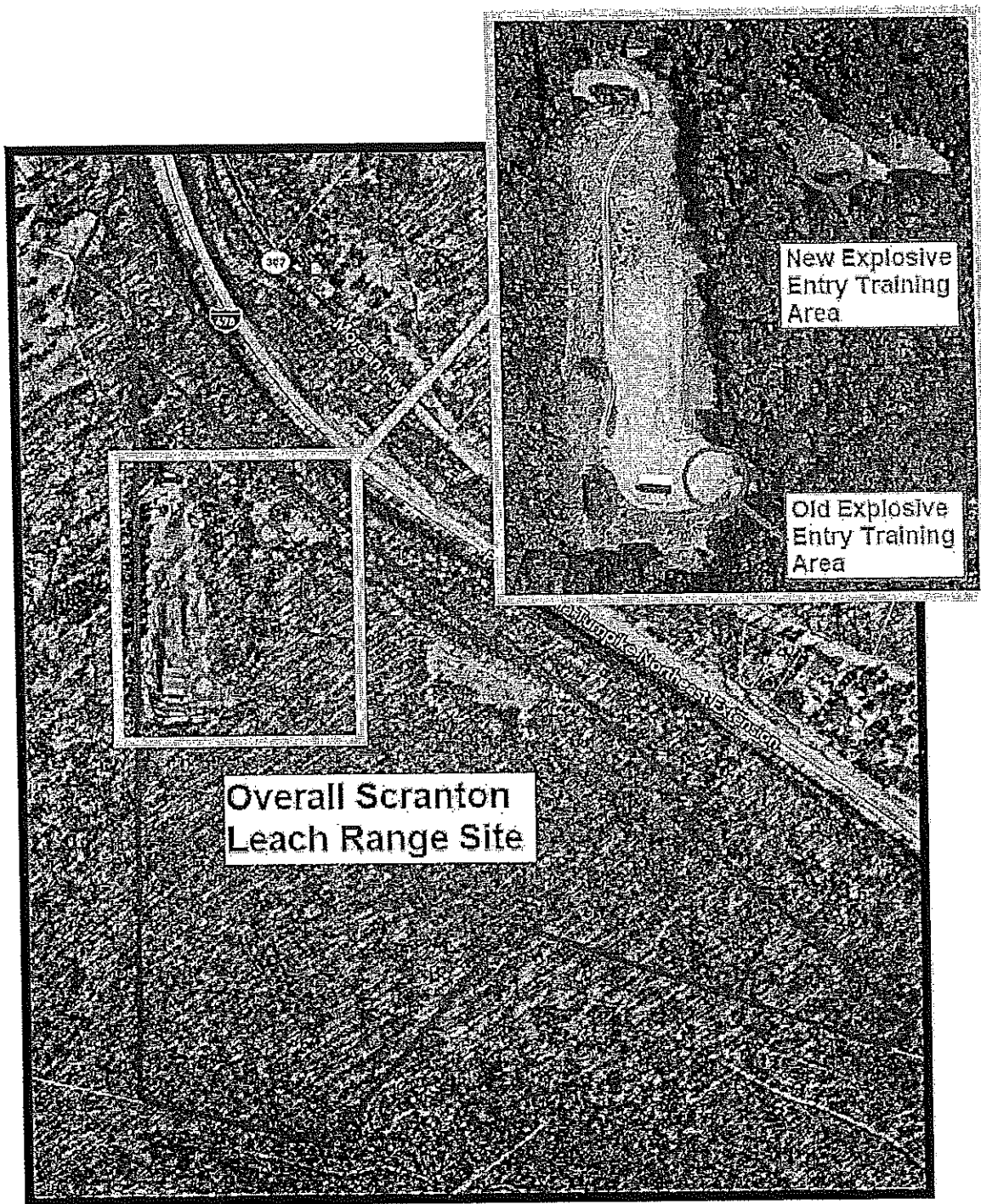


EXHIBIT B-1

SOIL TESTING RESULTS



ALS Environmental



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State Certifications: FL E871113, WA C999, MD 128, VA 460157, WV DW 9961-C, WV 343

February 27, 2020

Mr. Tom Marrs
DMVA State Armory Board
Environmental Division
BLDG 0-11 Fort Indiantown Gap
Annaville, PA 17003

Certificate of Analysis

Project Name:	City of Scranton-Leach Range	Workorder:	3086620
Purchase Order:	Paid \$360.00 cc	Workorder ID:	City of Scranton-Leach Range

Dear Mr. Marrs:

Enclosed are the analytical results for samples received by the laboratory on Thursday, February 13, 2020.

The ALS Environmental laboratory in Middletown, Pennsylvania is a National Environmental Laboratory Accreditation Program (NELAP) accredited laboratory and as such, certifies that all applicable test results meet the requirements of NELAP.

If you have any questions regarding this certificate of analysis, please contact Jessica Lee Smith (Project Coordinator) at (717) 944-5541.

Analyses were performed according to our laboratory's NELAP-approved quality assurance program and any applicable state requirements. The test results meet requirements of the current NELAP standards or state requirements, where applicable. For a specific list of accredited analytes, refer to the certifications section of the ALS website at www.alsglobal.com/en/Our-Services/Life-Sciences/Environmental/Downloads.

This laboratory report may not be reproduced, except in full, without the written approval of ALS Environmental.

ALS Spring City: 10 Riverside Drive, Spring City, PA 19475 610-948-4903

CC: Capt. Dennis Lukasewicz

This page is included as part of the Analytical Report and must be retained as a permanent record thereof.

Jessica Lee Smith
Project Coordinator

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Report ID: 3086620 - 2/27/2020

Page 1 of 9



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SAMPLE SUMMARY

Workorder: 3086620 City of Scranton-Leach Range

Lab ID	Sample ID	Matrix	Date Collected	Date Received	Collected By
3086620001	Sample 1 Leach	Solid	2/13/2020 10:45	2/13/2020 15:55	Mr. Tom Marrs
3086620002	Sample 2 Leach	Solid	2/13/2020 10:50	2/13/2020 15:55	Mr. Tom Marrs

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**SAMPLE SUMMARY**

Workorder: 3086620 City of Scranton-Leach Range

Notes

- Samples collected by ALS personnel are done so in accordance with the procedures set forth in the ALS Field Sampling Plan (20 - Field Services Sampling Plan).
- All Waste Water analyses comply with methodology requirements of 40 CFR Part 136.
- All Drinking Water analyses comply with methodology requirements of 40 CFR Part 141.
- Unless otherwise noted, all quantitative results for soils are reported on a dry weight basis.
- The Chain of Custody document is included as part of this report.
- All Library Search analytes should be regarded as tentative identifications based on the presumptive evidence of the mass spectra. Concentrations reported are estimated values.
- Parameters identified as "analyze immediately" require analysis within 15 minutes of collection. Any "analyze immediately" parameters not listed under the header "Field Parameters" are performed in the laboratory and are therefore analyzed out of hold time.
- Method references listed on this report beginning with the prefix "S" followed by a method number (such as S2310B-97) refer to methods from "Standard Methods for the Examination of Water and Wastewater".
- For microbiological analyses, the "Prepared" value is the date/time into the incubator and the "Analyzed" value is the date/time out the incubator.
- An Analysis-Prep Method Cross Reference Table is included after Analytical Results & Qualifiers section in this report.

Standard Acronyms/Flags

J	Indicates an estimated value between the Method Detection Limit (MDL) and the Practical Quantitation Limit (PQL) for the analyte
U	Indicates that the analyte was Not Detected (ND)
N	Indicates presumptive evidence of the presence of a compound
MDL	Method Detection Limit
PQL	Practical Quantitation Limit
RDL	Reporting Detection Limit
ND	Not Detected - indicates that the analyte was Not Detected at the RDL
Cntr	Analysis was performed using this container
RegLmt	Regulatory Limit
LCS	Laboratory Control Sample
MS	Matrix Spike
MSD	Matrix Spike Duplicate
DUP	Sample Duplicate
%Rec	Percent Recovery
RPD	Relative Percent Difference
LOD	DoD Limit of Detection
LOQ	DoD Limit of Quantitation
DL	DoD Detection Limit
I	Indicates reported value is greater than or equal to the Method Detection Limit (MDL) but less than the Report Detection Limit (RDL)
(S)	Surrogate Compound
NC	Not Calculated
*	Result outside of QC limits

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ANALYTICAL RESULTS

Workorder: 3086620 City of Scranton-Leach Range

Lab ID: 3086620001
Sample ID: Sample 1 Leach

Date Collected: 2/13/2020 10:45 Matrix: Solid
Date Received: 2/13/2020 15:55

Parameters	Results	Flag	Units	RDL	Method	Prepared	By	Analyzed	By	Cntr
ENERGETICS										
2-Amino-4,6-Dinitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
4-Amino-2,6-dinitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
3,5-Dinitroaniline	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
1,3-Dinitrobenzene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
2,4-Dinitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
2,6-Dinitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
HMX	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
Nitrobenzene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
Nitroglycerin	ND		mg/kg	1.2	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
4-Nitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
2-Nitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
3-Nitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
PETN	ND		mg/kg	1.2	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
RDX	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
Tetryl	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
1,3,5-Trinitrobenzene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
2,4,6-Trinitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
Surrogate Recoveries	Results	Flag	Units	Limits	Method	Prepared	By	Analyzed	By	Cntr
1,4-Dinitrobenzene (S)	95.4		%	50 - 150	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
1,4-Dinitrobenzene (S)	96.2		%	50 - 150	SW846 8330B	2/19/20 16:10	JEK	2/21/20 17:18	CGS	A
WET CHEMISTRY										
Moisture	15.5		%	0.1	S2540G-11			2/26/20 12:40	AXD	
Total Solids	84.5	1	%	0.1	S2540G-11			2/26/20 12:40	AXD	

Jessica Lee Smith
Project Coordinator

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ANALYTICAL RESULTS

Workorder: 3086620 City of Scranton-Leach Range

Lab ID: 3086620002
Sample ID: Sample 2 Leach

Date Collected: 2/13/2020 10:50 Matrix: Solid
Date Received: 2/13/2020 15:55

Parameters	Results	Flag	Units	RDL	Method	Prepared	By	Analyzed	By	Cntr
ENERGETICS										
2-Amino-4,6-Dinitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
4-Amino-2,6-dinitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
3,5-Dinitroaniline	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
1,3-Dinitrobenzene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
2,4-Dinitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
2,6-Dinitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
HMX	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
Nitrobenzene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
Nitroglycerin	ND		mg/kg	1.2	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
4-Nitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
2-Nitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
3-Nitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
PETN	ND		mg/kg	1.2	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
RDX	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
Tetryl	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
1,3,5-Trinitrobenzene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
2,4,6-Trinitrotoluene	ND		mg/kg	0.20	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
Surrogate Recoveries	Results	Flag	Units	Limits	Method	Prepared	By	Analyzed	By	Cntr
1,4-Dinitrobenzene (S)	95.5		%	50 - 150	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
1,4-Dinitrobenzene (S)	95.8		%	50 - 150	SW846 8330B	2/19/20 16:10	JEK	2/21/20 21:07	CGS	A
WET CHEMISTRY										
Moisture	17.0		%	0.1	S2540G-11			2/26/20 12:40	AXD	
Total Solids	83.0	1	%	0.1	S2540G-11			2/26/20 12:40	AXD	

Jessica Lee Smith
Project Coordinator

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State Certifications: FL E871113, WAC999, MD 128, VA 460157, WV DW 9961-C, WV 343

ANALYTICAL RESULTS

Workorder: 3086620 City of Scranton-Leach Range

PARAMETER QUALIFIERS

Lab ID	#	Sample ID	Analytical Method	Analyte
3086620001	1	Sample 1 Leach	S2540G-11	Total Solids
Analyte was analyzed past the 7 day holding time.				
3086620002	1	Sample 2 Leach	S2540G-11	Total Solids
Analyte was analyzed past the 7 day holding time.				

ALS Environmental Laboratory Locations Across North America

Canada: Burlington • Calgary • Centre of Excellence • Edmonton • Fort McMurray • Fort St. John • Grande Prairie • London • Mississauga • Richmond Hill • Saskatoon • Thunder Bay
Vancouver Waterloo • Winnipeg • Yellowknife United States: Cincinnati • Everett • Fort Collins • Holland • Houston • Middletown • Salt Lake City • Spring City • York Mexico: Monterrey



ALS Environmental



301 Pulling Mill Road - Middletown, PA 17057 - Phone: 717-944-5541 - Fax: 717-944-1430 - www.alsglobal.com

NELAP Certifications: NJ PA010, NY 11759, PA 22-293 DoD ELAP: PJ LA 74618
State Certifications: FL E871113, WA C999, MD 128, VA 460157, WV DW 9961-C, WV 343

ANALYSIS - PREP METHOD CROSS REFERENCE TABLE

Workorder: 3086620 City of Scranton-Leach Range

Lab ID	Sample ID	Analysis Method	Prep Method
3086620001	Sample 1 Leach	S2540G-11	
3086620001	Sample 1 Leach	SW846 8330B	SW846 8330B
3086620002	Sample 2 Leach	S2540G-11	
3086620002	Sample 2 Leach	SW846 8330B	SW846 8330B

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34 Dogwood Lane
Middletown, PA 17057
P. 717-944-5541
F. 717-944-1430

Environmental

Co. Name: City of Scranton
Contact (operator): Capt. Dennis Lukasiewicz
Address: 100 S. WASHINGTON AVE
SCRANTON PA 18503

Phone: 570-542-8341

Bill to (full name and Report ID):

PO#: CASH

Project Name#: LEACH RANGE ALS Quote #:

TAT: ☒ Normal Standard TAT is 10-12 business days.
☐ Rush Subject to ALS approval and surcharges.

Email: ☒ Y ☐ N allukase.wicz@scrantonpa.gov
Fax: ☐ Y ☐ N

Sample Description/Location (as it will appear on the lab report)

1. Sample 1 Leach

2. Sample 2 Leach

3.

4.

5. PA 360 00 00

6. 005 2/14/20

7.

8.

Project Comments: COLLECTED BY DMVA AT LEACH RANGE AT NEW PROPOSED DOOR IS BENCHING LOCATION

Relinquished By (Company Name)

1. Relinquished By (Company Name)

3.

5.

7.

9.

CHAIN OF CUSTODY/ REQUEST FOR ANALYSIS

ALL SHADDED AREAS MUST BE COMPLETED BY THE CLIENT / SAMPLER. INSTRUCTIONS ON THE BACK.

Container Type: 6L
Preservation: NO

ANALYSIS METHOD REQUESTED

Enter Number of Containers Per Analysis

Container in good condition? ☒ Y ☐ N
COC Labels complete/accurate? ☒ Y ☐ N
Received on time? ☒ Y ☐ N
If present, seals intact? ☒ Y ☐ N
Custody seals present? ☒ Y ☐ N

ALS FIELD SERVICES
Delay: ☐ ☐ ☐ ☐ ☐
Labor: ☐ ☐ ☐ ☐ ☐
Composite Sampling: ☐ ☐ ☐ ☐ ☐
Rental Equipment: ☐ ☐ ☐ ☐ ☐
Other: ☐ ☐ ☐ ☐ ☐

100 Clients Required?



301 Fulling Mill Road
Middletown, PA 17057
P: (717) 944-5541
F: (717) 944-1430

Condition of Sample Receipt Form

Client:	Work Order #:	Initials:	Date:
City of SCRANTON	3066620	CS	2-13
1. Were airbills / tracking numbers present and recorded?.....			
Tracking number:			
2. Are Custody Seals on shipping containers intact?.....			
3. Are Custody Seals on sample containers intact?.....			
4. Is there a COC (Chain-of-Custody) present?.....			
5. Are the COC and bottle labels complete, legible and in agreement?.....			
5a. Does the COC contain sample locations?.....			
5b. Does the COC contain date and time of sample collection for all samples?.....			
5c. Does the COC contain sample collector's name?.....			
5d. Does the COC note the type(s) of preservation for all bottles?.....			
5e. Does the COC note the number of bottles submitted for each sample?.....			
5f. Does the COC note the type of sample, composite or grab?.....			
5g. Does the COC note the matrix of the sample(s)?.....			
6. Are all aqueous samples requiring preservation preserved correctly?.....			
7. Were all samples placed in the proper containers for the requested analyses, with sufficient volume?.....			
8. Are all samples within holding times for the requested analyses?.....			
9. Were all sample containers received intact and headspace free when required? (not broken, leaking, frozen, etc.).....			
10. Did we receive trip blanks (applies only for methods EPA 504, EPA 524.2 and 1631E (LL Hg)?.....			
11. Were the samples received on ice?.....			
12. Were sample temperatures measured at 0.0-6.0°C.....			
13. Are the samples DW matrix? If YES, fill out Reportable Drinking Water questions below.....			
13a. Are the samples required for SDWA compliance reporting?.....			
13b. Did the client provide a SDWA PWS ID#?.....			
13c. Are all aqueous unpreserved SDWA samples pH 5-9?.....			
13d. Did the client provide the SDWA sample location ID/Description?.....			
13e. Did the client provide the SDWA sample type (D, E, R, C, P, S)?.....			

Cooler #:

Temperature (°C): 5

Thermometer ID: 441

Radiological (µCi):

COMMENTS (Required for all NO responses above and any sample non-conformance):

*Final determination of correct preservation for analysis such as volatiles, microbiology, and oil and grease is made in the analytical department at the time of or following the analysis.

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ALS



DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

May 8, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED
MAY - 8 2020

Dear Honorable Council Members:

OFFICE OF CITY
COUNCIL/CITY CLERK

ATTACHED IS A RESOLUTION AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO AN ADDENDUM TO THE COOPERATION AGREEMENT BY AND BETWEEN THE CITY OF SCRANTON ("CITY") AND THE DEPARTMENT OF MILITARY AND VETERANS AFFAIRS ("DMVA") TO FURTHER AMEND THE COOPERATION AGREEMENT TO PERMIT THE SCRANTON POLICE DEPARTMENT'S FORCE ENTRY TACTICAL TEAM TO MOVE ALL EXPLOSIVE ENTRY TRAINING OPERATIONS AND ACTIVITIES TO THE NEW LOCATION DEPICTED IN EXHIBIT A-1 AND CEASE TO USE THE PREVIOUSLY APPROVED AREA OF THE LEACH RANGE PROPERTY LOCATED IN NEWTON TOWNSHIP AND SOUTH ABINGTON TOWNSHIP.

Respectfully,

Jessica Eskra
Jessica L. Eskra, Esquire
City Solicitor

JLE/sl